



September 27, 2018

American Oversight
Austin R. Evers, Executive Director
1030 15th Street NW, Suite B255
Washington, DC 20005

Re: Freedom of Information Act Request NGC18-439

Dear Mr. Evers:

This letter is in response to your Freedom of Information Act (FOIA) request dated August 29, 2018 and received in our offices on the same day. Your request was assigned tracking number NARA-NGC-2018-000818, and the internal tracking number NGC18-439. Your original request stated the following:

- 1.) All processing notes related to any FOIA request—including the release of responsive records—filed by America Rising, the Congressional Leadership Fund, or any other individual or entity, regarding Abigail Spanberger and her work history, personnel forms, and security clearance processing forms, including the SF-86. Please provide all responsive records from July 10, 2017, through the date of the search.
- 2.) All processing notes related to any Privacy Act request—including the release of responsive records—regarding Abigail Spanberger and her work history, personnel forms, and security clearance processing forms, including the SF-86. Please provide all responsive records from July 10, 2017, through the date of the search.
- 3.) All records reflecting communications (including emails, email attachments, text messages, voicemail transcripts, messages on messaging platforms (such as Slack, GChat or Google Hangouts, Lync, Skype, WhatsApp, Facebook Messenger, Twitter Direct Messages, or Signal), telephone call logs, calendar invitations, calendar entries, meeting notices, meeting agendas, informational material, draft legislation, talking points, any handwritten or electronic notes taken during any oral communications, summaries of any oral communications, or other materials) related to any FOIA request filed by America Rising, the Congressional Leadership Fund, or any other individual or entity, regarding Abigail Spanberger and her work history, personnel forms, and security clearance

NATIONAL ARCHIVES and
RECORDS ADMINISTRATION

8601 ADELPHI ROAD

COLLEGE PARK, MD 20740-6001

www.archives.gov

processing forms, including the SF-86. Please provide all responsive records from July 10, 2017, through the date of the search.

In addition to the records requested above, American Oversight also requests records describing the processing of this request, including records sufficient to identify search terms used and locations and custodians searched and any tracking sheets used to track the processing of this request. If your agency uses FOIA questionnaires or certifications completed by individual custodians or components to determine whether they possess responsive materials or to describe how they conducted searches, we also request any such records prepared in connection with the processing of this request.

With regard to items one and two of your request, we located 12 documents totaling 13 pages. We are releasing all 13 pages in part pursuant to 5 U.S.C. § 552(b)(6) and (b)(7)(e). Exemption (b)(6) protects the release of information the disclosure of which would constitute a clearly unwarranted invasion of personal privacy. This would include sensitive information considered to be personally identifiable. Exemption (b)(7)(E) protects information that could potentially disclose law enforcement techniques and procedures. This exemption was used to protect internal codes that are part of an electronic filing system.

With regard to the remainder of your FOIA request, we located 67 email documents totaling 299 pages. We are releasing these pages in part with redactions pursuant to FOIA exemption (b)(5) and (b)(7)(E). Exemption (b)(5) protects communications that are deliberative in nature and the disclosure of which would reveal inter-agency and intra-agency discussions. Additionally, you will also find the 11 documents posted in our reading room at:
<https://www.archives.gov/foia/electronic-reading-room>

This completes the processing of your FOIA request.

If you are not satisfied with our action on this request, you have the right to file an administrative appeal within ninety (90) calendar days from the date of this letter via regular U.S. mail or email. By filing an appeal, you preserve your rights under FOIA and give the agency a chance to review and reconsider your request and the agency's decision. If you submit your appeal in writing, please address it to the Deputy Archivist of the United States (ND), National Archives and Records Administration, 8601 Adelphi Road, College Park, Maryland 20740. Both the letter and the envelope should be clearly marked "Freedom of Information Act Appeal." If you submit your appeal by e-mail please send it to FOIA@nara.gov, also addressed to the Deputy Archivist of the United States. Please be sure to explain why you believe this response does not meet the requirements of the FOIA. All correspondence should reference your case tracking number NGC18-439 and *FOIAonline* Tracking Number NARA-NGC-2018-000786.

If you would like to discuss our response before filing an appeal to resolve your dispute without going through the appeals process, you may contact our FOIA Public Liaison, Gary M. Stern, for assistance at:

Gary M. Stern
General Counsel and Chief FOIA Officer

8601 Adelphi Road, Suite 3110
College Park, MD 20740-6002
301-837-1750
garym.stern@nara.gov

If you are unable to resolve your FOIA dispute through our FOIA Public Liaison, the Office of Government Information Services (OGIS), the Federal FOIA Ombudsman's office, offers mediation services to help resolve disputes between FOIA requesters and Federal agencies. The contact information for OGIS is cited below:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road–OGIS
College Park, MD 20740-6001
ogis@nara.gov
ogis.archives.gov
202-741-5770
1-877-684-6448

You may also contact me directly at the number below, if you have any questions.

Sincerely,

Wanda Williams
Deputy FOIA Officer
National Archives and Records Administration
Office of General Counsel
(301) 837-0773
wanda.williams@nara.gov

FAX**Date:** 07/09/2018**Pages including cover sheet:** 2

To:	
Phone	
Fax Number	(618) 935-3014

From:	America Rising
	America Rising
	1500 Wilson Blvd
	Arlington
	VA 22209
Phone	17036723776
Fax Number	(703) 348-4642

NOTE:

FOIA request

AMERICA RISING

— CORPORATION —

1500 Wilson Boulevard, 5th Floor, Arlington, VA 22209

W

2018 JUL 9 PM 2:59

July 9, 2018

VIA FAX: (618) 935-3014

National Personnel Records Center
1411 Boulder Boulevard
Valmeyer, IL 62295

To whom it may concern:

This is a request pursuant to the Freedom of Information Act for access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description. To facilitate the agency's search, below is additional information concerning Ms. Spanberger:

Full name:	Abigail Anne Davis Spanberger
Date of birth:	(b) (6)
SSN:	(b) (6)
Agency:	U.S. Postal Inspection Service
Date of Service:	2002-2006 (approx.)

For fee purposes, America Rising should be categorized as an "all other" requester in accordance with 5 U.S.C. § 552(a)(4)(A)(ii)(III). America Rising intends to inform the public about the existence and content of any disclosed records, which concern the qualifications of a candidate for Congress. America Rising is not making this request on behalf of any client, nor does it intend to use the records for financial gain. *See, e.g.*, ARCHIVE, www.americarisingarchive.com (America Rising's document library).

America Rising agrees to pay applicable fees up to \$25.00. To reduce the burden of production, America Rising will accept records electronically or double-sided copies.

Thank you in advance for your time and assistance.

Sincerely,

/s/
Allan Blutstein
Vice President, FOIA Operations
Tel.: (703) 672-3776
Email: ablutstein@americarisingllc.com

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

1. DATE OF REQUEST
 7/9/2018

SECTION I – TO BE COMPLETED BY REQUESTING PERSONNEL OFFICE

2. CURRENT NAME (Last, first, middle)

SPANBERGER, ABIGAIL

3. DATE OF BIRTH (mm/dd/yyyy)

(b) (6)

4. SOCIAL SECURITY NUMBER

(b) (6)

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION
 NATIONAL PERSONNEL RECORDS CENTER
 (Civilian Personnel Records)
 1411 Boulder Boulevard
 Valmeyer, IL 62295-2603

Fax Number: (618) 935-3014

ONE FORM IS REQUIRED FOR EACH FOLDER REQUESTED. REQUESTS MAY BE FAXED OR MAILED TO THE NATIONAL PERSONNEL RECORDS CENTER.

5. PREVIOUS FEDERAL EMPLOYMENT

AGENCY AND BUREAU	LOCATION	FROM	TO
USPS	WASHINGTON DC	1/24/2004	7/6/2006 ✓

6. REASON FOR REQUEST (Check appropriate box.)

a. Currently employed. b. Temporary use. c. Pre-employment consideration. Will retain folder if hired.

7. Remarks

SECTION II – FOR USE BY RECORDS CENTER

a. Paper OPF Folder shipped.

h. Folder was sent (Date)

b. eOPF Folder transmitted.

To:

c. eOPF Paper Copy shipped.

d. Paper / eOPF (Circle one or both) record/s restricted. Transcript of Service will be sent

Your Agency

e. Our search did not reveal a Paper OPF or eOPF record for the civilian Federal employment claimed.

i. Other/details

f. Paper OPF Folder not located. For a former employee of your agency, we suggest a further search of your agency. If still unlocated, verify name, date of birth and social security number, and return request to NRPC together with the date folder was transferred to NRPC and several names, dates of birth, and social security numbers of other folders in same shipment.

g. Our search found evidence of a Paper OPF folder that has not been received by this center. Suggest that you contact the last employing office.

DATE
7/16/2018

INITIALS

WT

SECTION III – TO BE COMPLETED BY REQUESTING PERSONNEL OFFICE

FULL NAME OF REQUESTING AGENCY (INCLUDE SUB AGENCY)	NAME OF REQUESTER	TELEPHONE NO. (Include area code)
EXT	AGENCY CHARGE ACCOUNT	

UNITED STATES POSTAL SERVICE
 GENERAL MANAGER
 CORPORATE PERSONNEL MANAGEMENT
 475 L'ENFANT PLAZA SW, ROOM 1831
 WASHINGTON DC 20260-4261

Enter complete address to which folder or reply is to be mailed. Include ZIP Code.



Correspondence Request

Transaction #: ACR1-3211647080

Date Printed: 7/10/18

Search Criteria: CPR 004800699 OPF

Registry Type: CPR

SEARCH RESULTS

Full Name	DOB	SSN	Sub Type	Record Status	Registry Number	Non-Title5
SPANBERGER ABIGAI	(b) (6)	(b) (6)	OPF	Charged Out	(b) (7)(E)	
SPANBERGER ABIGAI	(b) (6)	(b) (6)	OPF	Folder	(b) (7)(E)	

Refile
FOIA
sending out
to OSP
- review
dates of service
and other info

Created By: D YOUNG

Searched Date:

Searched BY:

Case Level: C4



CATS: INDIVIDUAL CASE REPORT

PRINT
REPORT

CASE
Analysis
Tracking
System

Batch #: 18828

Assigned To: wtopliffe

Request #: 322412

CaseLevel: C4

Request Rec Date: 7/9/2018

Date Assigned: 7/12/2018

Date Completed: 7-13-18

Refer Case?:

Technician Initials:

Last Name: spanberger

First Name: abigail

SSN (Last 4): (b) (6)

Date of Birth:

Case Notes: FOIA

Requesting Agency: N/A

Owner of Record: U.S. Postal Service

AgencyJobCode: 55910300

RecordGroup: 488





CATS: REQUEST INQUIRY REPORT

[EMAIL REPORT](#)[PRINT REPORT](#)[CASE Analysis Tracking System](#)

Last Name	First Name	SSN (Last 4)	DOB	Batch #	Request #	Date Assigned	Date Completed	Case Level	Assigned To	Request Received Date	Request Status	Date Referred	Case Notes	Date Created	Created By	Response Type
spanberger	abigail	(b) (6)		18828	322412	7/12/2018	7/16/2018	C4	wtopliffe	7/9/2018	Complete		FOIA	7/12/2018	kerickson	N/A

Corrected



CATS: REQUEST INQUIRY REPORT

[EMAIL REPORT](#)[PRINT REPORT](#)CASE
Analysis
Tracking
System

Last Name	First Name	SSN (Last 4)	DOB	Batch #	Request #	Date Assigned	Date Completed	Case Level	Assigned To	Request Received Date	Request Status	Date Referred	Case Notes	Date Created	Created By	Response Type
spanberger	abigail	(b) (6)		18828	322412	7/12/2018	7/13/2018	C4	wtopliffe	7/9/2018	Complete	FOIA		7/12/2018	kerickson	N/A

P/S
Correct

7-16-18

REPLY TO INQUIRY (NCP)

DATE:

7/12/2018

SUBJECT:

SPANBERGER, ABIGAIL

Your Reference

Date of Inquiry:

The answer to your inquiry is furnished below. This abbreviated form of reply has been adopted as a means of supplying information in a timely manner.

The Freedom of Information Act does allow certain information to be released without the written consent of the individual. The following information is releasable to the public:

Name

Past and present positions.

Past and present salaries (performance awards).

Past and present grades.

Past and present agencies and locations.

The United States Postal Service retains custody of all personnel folders of prior employees. Therefore, we are forwarding the OPF, along with all documents of your request, to the following address. There, they will review and handle your request.

United States Postal Service
General Manager
Corporate Personnel Management
475 L'Enfant Plaza SW, Room 1831
Washington DC 20260-4261

WT

AMERICA RISING CORPORATION
1500 WILSON BLVD 5TH FLR
ARLINGTON VA 22209

NATIONAL PERSONNEL RECORDS CENTER

Military Personnel Records
9700 Page Avenue
St. Louis, MO 63132-5100

Civilian Personnel Records
1411 BOULDER BLVD.
VALMEYER, IL 62295

FOIA REQUEST

ATTACH THIS FORM TO ALL FOIA CASES AND COMPLETE ALL APPROPRIATE PORTIONS AS CASE IS WORKED. WHEN CASE IS COMPLETED, DETACH FOIA FORM AND FORWARD TO BRANCH HEADQUARTERS.

COMPLETE IN MAILROOM

SUBJECT'S NAME:	Spanberger, Abigail	DATE REQUEST ACKNOWLEDGED:	7/12/2018
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COMPLETE IN REFERENCE SERVICE BRANCH

COMPLEXITY:	SIMPLE	COMPLEX	DATE RECEIVED:	7/19/2018
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SUBJECT OF REQUEST (example: copy of SF-50):

Records reflecting Emp. dates, Annual Salaries, Titles & Position description

ASSIGNED TO:	(b) (6)	DATE COMPLETED:	7-16-18
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DETERMINATION:	GRANT	DENIAL
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IF DENIED, EXPLAIN WHY:
 → Signal Authorization or proof of death not provided

→ Requested Service (part) is in OPF

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

NA FORM 13028 (REV. 03-03)

Providing a FOIA transcript of Service

Quality Review Notes:

Reviewed w/ Sondra

~~Forward OPF to Postal since we do not know all postal grade/position info~~

QUALITY REVIEW CONDUCTED BY: _____

DATE: 7-13-2018

REDACTED COPY REVIEWED BY: _____

REDACTED COPY MAILED WAS NOT READABLE _____

SA 7-16-18

FOIA - Details**The Request**

PMRS #: (b)

Last Changed By: saustin

Assigned To: (b) (6)

Processing Org: * AFN-C

Complexity: * Simple

Date of Request: 7/9/2018

Subject: Information from the OPF folder on Spanberger, Abigail.

Comment: OPF is Postal service, forwarding to Postal for them to answer.

The Requestor

Last Name: Blutstein

First Name: Allan

Organization: America Rising

Street Address: 1500 Wilson Boulevard, 5th Floor

City: Arlington, VA 22209

State:

Country:

Email:

Disposition

Referral Start Date:

Referral End Date:

Completion Date: 7/16/2018

Determination: Denial

Exemptions

- | | |
|-----|-----|
| B1 | B7b |
| B2 | B7c |
| B3 | B7d |
| B4 | B7e |
| B5 | B7f |
| B6 | B8 |
| B7a | B9 |

Corrected

Save

Cancel

FOIA - Details**The Request**

PMRS #:

Last Changed By: saustin

Assigned To:

(b) (6)

Processing Org: *

AFN-C

Complexity: * Simple

Date of Request:

7/9/2018

Subject:

Information from the OPF folder on Spanberger, Abigail.

Comment:

OPF is Postal service, forwarding to Postal for them to answer.

The Requestor

Last Name:

Blutstein

First Name: Allan

Organization:

America Rising

Street Address:

1500 Wilson Boulevard, 5th Floor

State:

City:

Arlington, VA 22209

Country:

Email:

Disposition

Referral Start Date:

Referral End Date:

Completion Date:

7/13/2018

Determination:

Denial

*PIS
Connie
7-16-18***Exemptions**

- | | |
|-----|-----|
| B1 | B7b |
| B2 | B7c |
| B3 | B7d |
| B4 | B7e |
| B5 | B7f |
| B6 | B8 |
| B7a | B9 |

National Personnel Records Center, Annex
Civilian Personnel Records
1411 Boulder Boulevard
Valmeyer, IL 62295

August 30, 2018

Via Fax: 314-801-9269

2018 AUG 30 PM W

Re: Freedom of Information Act Request

Dear Records Officer,

This is a request pursuant to the Freedom of Information Act for access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description. To facilitate the agency's search, below is additional information concerning Ms. Spanberger:

Full name:	Abigail Anne Davis Spanberger
Date of birth:	(b) (6)
SSN:	(b) (6)
Agency:	U.S. Postal Inspection Service
Date of Service:	2002-2006 (approx.)

Please search for responsive records regardless of format, medium, or physical characteristics. Where possible, please produce records electronically, in PDF or TIF format, via email or CD, particularly if providing the information reduces the time or expense involved. If your office cannot honor this preference, I am willing to discuss the most cost-effective and efficient means of duplication. I agree to pay reasonable duplication fees for the processing of this request in an amount not to exceed \$200. However, please notify me prior to your incurring any expenses in excess of that amount.

If any records are withheld or redacted, I request that you state the specific legal and factual grounds for withholding any documents or portions of documents. Please identify each document that falls within the scope of this request but is withheld from release and provide an index of those documents as required under *Vaughn v. Rosen*, 484 F.2d 820 (D.C. Cir. 1973), cert. denied, 415 U.S. 977 (2972). Please describe each document claimed as exempt including the consequences of supplying the sought-after information. If it is your determination that some portions of requested records are exempt, please disclose any reasonably segregable non-exempt portions of the requested records.

If requested documents are located in another installation or bureau, I respectfully request that you please refer this request or any relevant portion of this request to the appropriate installation or bureau.

To help assess my status for copying and mailing fees, please note that I am gathering information for research purposes and not for commercial activities. The DCCC is organized and operates under section 527 of the Internal Revenue Code as a political organization and as a domestic non-profit corporation by the District of Columbia Department of Consumer and Regulatory Affairs pursuant to D.C. law. See D.C. Code § 29-402.01 *et seq.* As such, access to records that the DCCC requests never further any commercial, trade or profit interests of the DCCC because the DCCC does not have such interests. Additionally, disclosure of the information sought is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the National Personnel Records Center and will shed light on whether the government is functioning with the public's best interests in mind, and therefore, no charge or only a reduced charge should be imposed. 5 U.S.C. § 552(a)(4)(A)(iii).

Thank you for your cooperation with this request. If necessary, I welcome the opportunity to discuss whether and to what extent this request can be narrowed or modified to better enable the National Personnel Records Center to

process it within the FOIA's twenty-day statutory deadline. Please do not hesitate to contact me at my direct line at 202-485-3436 or bradtke-litwack@dccc.org.

Sincerely,

Lena Bradtke-Litwack
DCCC
430 S. Capitol St. SE
Washington, D.C. 20003
(202) 485-3436; Bradtke-litwack@dccc.org

(MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 10:05:02 am EDT

Size : 19.5 KB

From : Hilary Parkinson <hilary.parkinson@nara.gov>

To : Pratt, Kevin <kevin.pratt@nara.gov>, Affairs, Public <public.affairs@nara.gov>

Env Rcpts : John Valceanu <john.valceanu@nara.gov>

ZL Id : D3JGHL25TXCBEAGB4KEAKSQVI1RLEZ4JA

Type : SMTP

Item Id : 28015950

Duplicate Item Ids : 28015948,28015949,28015951,28015952,28015953,28015954,28015981,28015982

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

From: 'Wallace, Gregory' via Public and Media Communications <public.affairs@nara.gov>

Date: Wed, Aug 29, 2018 at 9:54 AM

Subject: request from CNN regarding personnel record release

To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

I hope you can help us understand NARA's and NRPC's role in a recent records release, and who I can contact for additional information.

A group called America Rising said it submitted a FOIA request on July 12 to NRPC for: "access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description."

The group says three days later its request was forwarded to the USPS, the former employer of Ms. Spanberger.

Can you help me understand how the request was received, if NARA/NRPC produced any records in response to the request, and to whom the request was forwarded for further processing?

In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
CNN
202-738-3113

--

Hilary Parkinson

Writer-Editor

Public and Media Communications
Office of the Chief of Staff



700 Pennsylvania Avenue, NW

Washington, DC 20408

202-357-5325

Attachments

From: Boyd, Krista <Krista.Boyd@mail.house.gov> <Krista.Boyd@mail.house.gov>
Sent time: 08/30/2018 09:44:30 AM
To: John Hamilton (John.Hamilton@nara.gov) <John Hamilton (John.Hamilton@nara.gov) <John.Hamilton@nara.gov>>
Subject: FOIA inquiry

John,

Any more clarity on the sequence of events on the Spanberger personnel file FOIA? Buzzfeed reported yesterday that the unredacted file was sent to the Postal HR office.

Thanks,
Krista

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 10:53:32 am EDT

Size : 16.3 KB

From : Hilary Parkinson <hilary.parkinson@nara.gov>

To : Kevin Pratt <kevin.pratt@nara.gov>

Cc : Affairs, Public <public.affairs@nara.gov>

Env Repts : Oliver Manning (Contractor) <oliver.manning@nara.gov>, James Pritchett <james.pritchett@nara.gov>, John Valceanu <john.valceanu@nara.gov>, Brooke Engerman (Volunteer) <brooke.engerman@nara.gov>, Miriam Kleiman <miriam.kleiman@nara.gov>, Laura Sheehan <laura.diachenko@nara.gov>

ZL Id : BM5LVUHXQETY5VTY4WXATJKT5QJPYV3SB

Type : SMTP

Item Id : 28015958

Duplicate Item Ids : 28015959,28015960,28015961,28015969,28015970,28015971,28015972

Thank you, Kevin! So, for the future, should I send these kind of press requests directly to Kim if they are civilian records?

On Wed, Aug 29, 2018 at 10:39 AM, Kevin Pratt <kevin.pratt@nara.gov> wrote:

Hilary, I sent this on to Kim Gentile, she handles our Civilian Records.

Kevin

Kevin Pratt
Assistant Director for Military Records
National Personnel Records Center
[1 Archives Drive](http://www.archives.gov)
[St. Louis, MO 63138](http://www.archives.gov/st-louis)-1002
(314) 801-0582 (Office)
(314) 801-0605 (Fax)

On Wed, Aug 29, 2018 at 9:05 AM, Hilary Parkinson <hilary.parkinson@nara.gov> wrote:

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

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 Date: Wed, Aug 29, 2018 at 9:54 AM
 Subject: request from CNN regarding personnel record release
 To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

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In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
 CNN
 202-738-3113

--

Hilary Parkinson
 Writer-Editor
 Public and Media Communications
 Office of the Chief of Staff



[700 Pennsylvania Avenue, NW](https://records.zticloud.com/ps/PmApp/zlp_dummy?tk=LPICEFG42OCW133UPNXMSQ...)

[Washington, DC 20408](#)
[202-357-5325](#)

--
Hilary Parkinson

Writer-Editor

Public and Media Communications
Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408
202-357-5325
Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 11:20:22 AM
To: William Bosanko <William Bosanko <william.bosanko@nara.gov>>
Subject: Fwd: USPS SF-86 FOIA release

Do you have a minute to discuss this w me Gary and JT?

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer_Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Danielle_Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie_Bailey@hsgac.senate.gov>
Subject: USPS SF-86 FOIA release

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 10:38:24 am EDT

Size : 12.8 KB

From : Kevin Pratt <kevin.pratt@nara.gov>

To : Gentile, Kimberly <kimberly.gentile@nara.gov>

ZL Id : CLBB32IQCEYBGVR0NU2OFZOFP2225Y40A

Type : SMTP

Item Id : 28015962

Kim, could you help on this one. Thanks!

Kevin

Kevin Pratt
Assistant Director for Military Records
National Personnel Records Center
1 Archives Drive
St. Louis, MO 63138-1002
(314) 801-0582 (Office)
(314) 801-0605 (Fax)

----- Forwarded message -----

From: **Hilary Parkinson <hilary.parkinson@nara.gov>**

Date: Wed, Aug 29, 2018 at 9:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

From: 'Wallace, Gregory' via Public and Media Communications <public.affairs@nara.gov>

Date: Wed, Aug 29, 2018 at 9:54 AM

Subject: request from CNN regarding personnel record release

To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

I hope you can help us understand NARA's and NRPC's role in a recent records release, and who I can contact for additional information.

A group called America Rising said it submitted a FOIA request on July 12 to NRPC for: "access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description."

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Can you help me understand how the request was received, if NARA/NRPC produced any records in response to the request, and to whom the request was forwarded for further processing?

In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
CNN
202-738-3113

--
Hilary Parkinson

Writer-Editor
Public and Media Communications
Office of the Chief of Staff



[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408](#)
[202-357-5325](#)

Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 10:51:50 AM
To: GaryM Stern <GaryM Stern <garym.stern@nara.gov>>; Jay Trainer <Jay Trainer <jay.trainer@nara.gov>>
Subject: Fwd: USPS SF-86 FOIA release

Check out the mention of NRPC in the linked article and let's discuss. I would like to follow up with HSGAC today.

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer_Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Danielle_Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie_Bailey@hsgac.senate.gov>
Subject: USPS SF-86 FOIA release

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 10:39:22 am EDT

Size : 22.4 KB

From : Kevin Pratt <kevin.pratt@nara.gov>

To : Hilary Parkinson <hilary.parkinson@nara.gov>

Cc : Affairs, Public <public.affairs@nara.gov>

Env Rcpts : James Pritchett <james.pritchett@nara.gov>

ZL Id : CML02IJBL2CTEM2TNKEK3QULJXNTPA1GA

Type : SMTP

Item Id : 28015966

Duplicate Item Ids : 28015955,28015956,28015957,28015963,28015964,28015965,28015967

Hilary, I sent this on to Kim Gentile, she handles our Civilian Records.

Kevin

Kevin Pratt
 Assistant Director for Military Records
 National Personnel Records Center
 1 Archives Drive
 St. Louis, MO 63138-1002
 (314) 801-0582 (Office)
 (314) 801-0605 (Fax)

On Wed, Aug 29, 2018 at 9:05 AM, Hilary Parkinson <hilary.parkinson@nara.gov> wrote:

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Gregory Wallace
CNN
202-738-3113

--

Hilary Parkinson
Writer-Editor
Public and Media Communications
Office of the Chief of Staff



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[Washington, DC 20408](#)
[202-357-5325](#)

Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/30/2018 11:07:35 AM
To: Slaugh, Kate <kate.slaugh@nara.gov>; Morton, Shawn <Morton, Shawn <shawn.morton@nara.gov>>
Subject: Fwd: FOIA Disclosure

Still getting some calls about our role in dealing with FOIAs for OPFs. See below for what I sent to minority staff with OGR. I plan to go up tomorrow morning to meet with HSGAC at 10 and, hopefully, OGR at 11.

John

----- Forwarded message -----

From: **John Hamilton** <john.hamilton@nara.gov>
Date: Thu, Aug 30, 2018 at 11:05 AM
Subject: Re: FOIA Disclosure
To: "Lam, Kristine" <Kristine.Lam@mail.house.gov>
Cc: "Boyd, Krista" <krista.boyd@mail.house.gov>

Hi Kristine - The NRPC role in handling FOIA requests for USPS OPFs is pretty straight forward. When a request is received, the requester is notified that the NRPC does not process requests for information contained in USPS OPFs and that the file will be sent to the USPS to handle. NARA/NRPC does not have legal custody for any Federal Civilian OPFs after 1951, but in most cases we store the files for OPM or the agency (<https://www.archives.gov/personnel-records-center/civilian-non-archival>). NRPC does process some basic FOIA requests for non-archival military personnel and OPM records; however, we do not do this for USPS as our arrangement with the USPS is to ship requested OPFs to them for review and processing. More about FOIA and NRPC is here: <https://www.archives.gov/personnel-records-center/foia-info>

I am copying Krista Boyd on this note since I spoke with her earlier this morning. I also told her that I can come by to meet tomorrow morning at 11 am to discuss further. Does that work for you?

Best,
John

On Thu, Aug 30, 2018 at 10:09 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Hi John,

Hope this e-mail finds you well.

Rep. Connolly is very concerned about the unauthorized release of Abigail Spanberger's SF-86 which, according to press reports, occurred after a FOIA request to NRPC. He and Ranking Member Cummings have requested the Postal OIG review what happened at the Postal Service. He also wants to know how NRPC and the Archives handled the FOIA request and what happened on the Archives' end. Would you be able to do a call this afternoon or tomorrow to go over this?

Thanks,

Kristine

Kristine Lam



--

John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

--

John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 10:40:30 am EDT

Size : 16.1 KB

From : Kimberly Gentile <kimberly.gentile@nara.gov>

To : Kevin Pratt <kevin.pratt@nara.gov>, Austin, Sondra <sondra.austin@nara.gov>

ZL Id : JCXBT4XWX2F5JNMQSVK2BMRUGWO32KHIA

Type : SMTP

Item Id : 28015968

Yes, We'll respond.

Sondra, see me when you get a chance.

Thanks.

On Wed, Aug 29, 2018 at 9:38 AM, Kevin Pratt <kevin.pratt@nara.gov> wrote:

Kim, could you help on this one. Thanks!

Kevin

Kevin Pratt
 Assistant Director for Military Records
 National Personnel Records Center
[1 Archives Drive](#)
[St. Louis, MO 63138](#)-1002
 (314) 801-0582 (Office)
 (314) 801-0605 (Fax)

----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 9:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

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 Subject: request from CNN regarding personnel record release
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Thank you, Greg

Gregory Wallace
 CNN
 202-738-3113

--

Hilary Parkinson
 Writer-Editor
 Public and Media Communications
 Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408

202-357-5325

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Kimberly Gentile
Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

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Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 11:20:22 AM
To: William Bosanko <William Bosanko <william.bosanko@nara.gov>>
Subject: Fwd: USPS SF-86 FOIA release

Do you have a minute to discuss this w me Gary and JT?

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer_Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Danielle_Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie_Bailey@hsgac.senate.gov>
Subject: USPS SF-86 FOIA release

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 1:49:09 pm EDT

Size : 25.3 KB

From : [Hannah Bergman <Hannah.Bergman@nara.gov>](mailto:Hannah.Bergman@nara.gov)

To : [Kimberly Gentile <kimberly.gentile@nara.gov>](mailto:kimberly.gentile@nara.gov)

Cc : [Austin, Sondra <sondra.austin@nara.gov>](mailto:sondra.austin@nara.gov)

ZL Id : CFQJZR1F3IHGHEIEPJ5XUKOZD3GAJ4RRB

Type : SMTP

Item Id : 28015977

Hi,

(b) (5)

Stand by...

Hannah

On Wed, Aug 29, 2018 at 1:32 PM Kimberly Gentile <kimberly.gentile@nara.gov> wrote:

Hannah, we received this email and Sondra contacted the CNN reporter and let him know the request was forwarded to USPS to work as is our procedure.

He verbally asked for a copy of the response to America Rising.

----- Forwarded message -----

From: **Kevin Pratt** <kevin.pratt@nara.gov>

Date: Wed, Aug 29, 2018 at 9:38 AM

Subject: Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Gentile, Kimberly" <kimberly.gentile@nara.gov>

Kim, could you help on this one. Thanks!

Kevin

Kevin Pratt
Assistant Director for Military Records
National Personnel Records Center
[1 Archives Drive](http://1ArchivesDrive)
[St. Louis, MO 63138-1002](http://St.Louis.MO.63138-1002)
(314) 801-0582 (Office)

(314) 801-0605 (Fax)

----- Forwarded message -----

From: **Hilary Parkinson** <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 9:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

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As always, thank you for your help!

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Subject: request from CNN regarding personnel record release

To: "public.affairs@nara.gov" <public.affairs@nara.gov>

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In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
CNN
202-738-3113

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Hilary Parkinson

Writer-Editor

Public and Media Communications

Office of the Chief of Staff



700 Pennsylvania Avenue, NW

Washington, DC 20408

202-357-5325

--

Kimberly Gentile

Assistant Director, Civilian Records

National Personnel Records Center

(618) 935-3005

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Attachments

smime.p7s(6 KB)

Re: USPS SF-86 FOIA release

Date : August 29, 2018, 1:23:56 pm EDT

Size : 53.6 KB

From : GaryM Stern <garym.stern@nara.gov>

To : Jay Trainer <jay.trainer@nara.gov>

Cc : Scott Levins <scott.levins@nara.gov>, Weinberg, David <david.weinberg@nara.gov>, William Bosanko <jay.bosanko@nara.gov>

ZL Id : F5HJ1A4RGLFDGH1EKVZCYFCWIJ1DSY1SB

Type : SMTP

Item Id : 28015979

Duplicate Item Ids : 28015980

fyi, Kim contacted my office to say that she got a request from CNN for CPR's letter to America Rising about this (letter attached).

Is there any reason not to just provide it, or should we treat it as an operational FOIA request?

Thanks,
Gary

Gary M. Stern
General Counsel
National Archives and Records Administration
8601 Adelphi Road
College Park, MD 20740
301-837-3026 (office)
301-837-0293 (fax)
garym.stern@nara.gov



On Wed, Aug 29, 2018 at 1:20 PM Jay Trainer <jay.trainer@nara.gov> wrote:

I caught up with John while he was still at A2 and he felt he would be able to explain it to the Senate staffer that made the inquiry. I'm copying Gary and Jay B. since they too were concerned about the article. Thanks.

On Wed, Aug 29, 2018 at 1:05 PM, Scott Levins <scott.levins@nara.gov> wrote:

| FYI - (b) (5) [REDACTED] We had a telecon with John this morning. We work FOIAs on behalf of

OPM, but our standard practice for USPS requests is to always refer to USPS and have them handle the release and the records show that is what we did in this instance. (b) (5)
 [REDACTED] we will use it as an example to remind staff to always be diligent regarding release matters.

----- Forwarded message -----

From: John Hamilton <john.hamilton@nara.gov>

Date: Wed, Aug 29, 2018 at 10:30 AM

Subject: Fwd: USPS SF-86 FOIA release

To: Kimberly Gentile <kimberly.gentile@nara.gov>, Scott Levins <scott.levins@nara.gov>, Kevin Pratt <kevin.pratt@nara.gov>

Cc: Jay Trainer <jay.trainer@nara.gov>

Hoping to discuss this matter with one of you today. See link to article.

Thanks!

John

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer.Selde@hsgac.senate.gov>

Date: August 29, 2018 at 10:44:59 AM EDT

To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>

Cc: "Spino, Daniel (HSGAC)" <Daniel.Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie.Bailey@hsgac.senate.gov>

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<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde

Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--

Jay Trainer
Executive for Agency Services
National Archives and Records Administration
[301.837.3064](#)

Attachments

Spanberger Response Letter 2018.pdf(38.8 KB)

Re: Can you call me re releasing a request response letter

Date : August 29, 2018, 12:50:08 pm EDT

Size : 47.7 KB

From : Kimberly Gentile <kimberly.gentile@nara.gov>

To : Hannah Bergman <Hannah.Bergman@nara.gov>

ZL Id : M0OB4DXH034IIUV0T1QB4CNUAPQZSN0FA

Type : SMTP

Item Id : 28015984

Here is the response letter.

On Wed, Aug 29, 2018 at 11:43 AM, Hannah Bergman <Hannah.Bergman@nara.gov> wrote:

Hi,

I should be back at my desk shortly and will give you a ring. Can you send a copy of the letter to me? Or give me the number associated with it so I can take a look?

Hannah

On Wed, Aug 29, 2018 at 12:40 PM Kimberly Gentile <kimberly.gentile@nara.gov> wrote:

CNN wants a copy of the America Rising response that indicates what is releasable and that we are referring the FOIA request to USPS.

Not sure if we can release that to them or not. If it is not your area, who should I speak to?

Thank you.

--

Kimberly Gentile
Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

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Attachments
Spanberger Response Letter 2018.pdf(38.8 KB)

Fwd: HOT Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 4:55:28 pm EDT

Size : 27.9 KB

From : Hilary Parkinson <hilary.parkinson@nara.gov>

To : Gentile, Kimberly <kimberly.gentile@nara.gov>, Affairs, Public <public.affairs@nara.gov>

Env Rcpts : John Valceanu <john.valceanu@nara.gov>

ZL Id : BCKW0YRATDDAMMWVJLDEN2HYF5R5EKR3B

Type : SMTP

Item Id : 28015988

Duplicate Item Ids : 28015985,28015986,28015987,28015989,28015992,28015993,28015994,28015995

Kim, just looping you in on this.

----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 4:24 PM

Subject: HOT Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: John Valceanu <john.valceanu@nara.gov>, "Kleiman, Miriam" <miriam.kleiman@nara.gov>, James Pritchett <james.pritchett@nara.gov>

Kevin sent this query on to Kim Gentile but I'm just seeing related traffic now on twitter and wanted to give you a heads up since it looks like something happened to the usual FOIA process

<https://twitter.com/NatlSecCnsrs/status/1034894324524351489>

<https://twitter.com/JasonLeopold/status/1034841995858984960>

and here's her comment on what happened

<https://twitter.com/SpanbergerVA07/status/1034625251861319680>

Advise, please.

----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 10:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

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CNN
202-738-3113

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Hilary Parkinson

Writer-Editor

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Office of the Chief of Staff



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700 Pennsylvania Avenue, NW
Washington, DC 20408
202-357-5325
Attachments

Fwd: HOT Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 5:00:44 pm EDT

Size : 23.3 KB

From : Kimberly Gentile <kimberly.gentile@nara.gov>

To : Hamilton, John <john.hamilton@nara.gov>, Levins, Scott <scott.levins@nara.gov>

ZL Id : NPNYDUOAAOT32I3BXJZ3F2PTKAUI4AHMA

Type : SMTP

Item Id : 28015997

Duplicate Item Ids : 28015990

John, I'm assuming you get these as well.

----- Forwarded message -----

From: **Hilary Parkinson** <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 3:55 PM

Subject: Fwd: HOT Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Gentile, Kimberly" <kimberly.gentile@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kim, just looping you in on this.

----- Forwarded message -----

From: **Hilary Parkinson** <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 4:24 PM

Subject: HOT Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: John Valceanu <john.valceanu@nara.gov>, "Kleiman, Miriam" <miriam.kleiman@nara.gov>, James Pritchett <james.pritchett@nara.gov>

Kevin sent this query on to Kim Gentile but I'm just seeing related traffic now on twitter and wanted to give you a heads up since it looks like something happened to the usual FOIA process

<https://twitter.com/NatlSecCnslrs/status/1034894324524351489>
<https://twitter.com/JasonLeopold/status/1034841995858984960>

and here's her comment on what happened

<https://twitter.com/SpanbergerVA07/status/1034625251861319680>

Advise, please.

----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 10:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

From: 'Wallace, Gregory' via Public and Media Communications <public.affairs@nara.gov>

Date: Wed, Aug 29, 2018 at 9:54 AM

Subject: request from CNN regarding personnel record release

To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

I hope you can help us understand NARA's and NRPC's role in a recent records release, and who I can contact for additional information.

A group called America Rising said it submitted a FOIA request on July 12 to NRPC for: "access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description."

The group says three days later its request was forwarded to the USPS, the former employer of Ms. Spanberger.

Can you help me understand how the request was received, if NARA/NRPC produced any records in response to the request, and to whom the request was forwarded for further processing?

In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
CNN
202-738-3113

--
Hilary Parkinson

Writer-Editor

Public and Media Communications
Office of the Chief of Staff



[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408](#)
[202-357-5325](#)

--
Hilary Parkinson

Writer-Editor

Public and Media Communications
Office of the Chief of Staff



[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408](#)
[202-357-5325](#)

--
Hilary Parkinson

Writer-Editor

Public and Media Communications
Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408
202-357-5325

--

Kimberly Gentile
Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

PERSONAL INFORMATION - If you are not the intended recipient of this e-mail, you are prohibited from sharing, copying, or otherwise using or disclosing its contents. If you have received this e-mail in error, please notify the sender immediately by reply e-mail and permanently delete this e-mail and any attachments without reading, forwarding, saving or disclosing them.

Attachments

Fwd: Spanberger FOIA request

Date : August 29, 2018, 5:48:32 pm EDT

Size : 808.6 KB

From : Scott Levins <scott.levins@nara.gov>

To : Gentile, Kimberly <kimberly.gentile@nara.gov>

ZL Id : BUCY1XNCP2O0EJAQ5CO0U54Y2E04F15BA

Type : SMTP

Item Id : 28015998

(b) (5)



----- Forwarded message -----

From: Scott Levins <scott.levins@nara.gov>
Date: Wed, Aug 29, 2018 at 4:43 PM
Subject: Spanberger FOIA request
To: John Valceanu <john.valceanu@nara.gov>

John,

As we discussed, NRPC refers FOIA requests pertaining to USPS records to the USPS for servicing. So in this instance, we received a FOIA request from America Rising (page one of the attached), responded with the NA Form 13018 (page two of the attached), and then pulled the original record and forwarded it to the USPS along with a copy of the FOIA request from America Rising.

The attachments are for your information to illustrate what happened. Please do not release them unless you get NGC (Hannah Bergman) involved.

Thanks.

Scott

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587
Attachments
Spanberger FOIA.pdf(801.3 KB)

From: Boyd, Krista <Krista.Boyd@mail.house.gov> <Krista.Boyd@mail.house.gov>
Sent time: 08/31/2018 11:09:08 AM
To: Lam, Kristine <Lam, Kristine <Kristine.Lam@mail.house.gov>>; John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Subject: RE: FOIA Disclosure

I'm tied up from 12 – 12:45 but can just follow up with you this afternoon.

From: Lam, Kristine
Sent: Friday, August 31, 2018 10:50 AM
To: John Hamilton <john.hamilton@nara.gov>
Cc: Boyd, Krista <Krista.Boyd@mail.house.gov>
Subject: Re: FOIA Disclosure

Yes. I will be free.

Sent from my iPhone

On Aug 31, 2018, at 10:47 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Running behind at HSGAC. Are the two of you still free if I come at noon,

Sent from my iPhone

On Aug 30, 2018, at 11:05 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Hi Kristine - The NRPC role in handling FOIA requests for USPS OPFs is pretty straight forward. When a request is received, the requester is notified that the NRPC does not process requests for information contained in USPS OPFs and that the file will be sent to the USPS to handle. NARA/NRPC does not have legal custody for any Federal Civilian OPFs after 1951, but in most cases we store the files for OPM or the agency (<https://www.archives.gov/personnel-records-center/civilian-non-archival>). NRPC does process some basic FOIA requests for non-archival military personnel and OPM records; however, we do not do this for USPS as our arrangement with the USPS is to ship requested OPFs to them for review and processing. More about FOIA and NRPC is here: <https://www.archives.gov/personnel-records-center/foia-info>

I am copying Krista Boyd on this note since I spoke with her earlier this morning. I also told her that I can come by to meet tomorrow morning at 11 am to discuss further. Does that work for you?

Best,
John

On Thu, Aug 30, 2018 at 10:09 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Hi John,

Hope this e-mail finds you well.

Rep. Connolly is very concerned about the unauthorized release of Abigail Spanberger's SF-86 which, according to press reports, occurred after a FOIA request to NRPC. He and Ranking Member Cummings have requested the Postal OIG review what happened at the Postal Service. He also wants to know how NRPC and the Archives handled the FOIA request and what happened on the Archives' end. Would you be able to do a call this afternoon or tomorrow to go over this?

Thanks,
Kristine

Kristine Lam
Legislative Assistant | Rep. Gerald E. Connolly (VA-11)
2238 Rayburn House Office Building | Washington, D.C. 20515-4332
P: 202.225.1492

NARA-18-0501-A-000049

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 5:51:36 pm EDT

Size : 13.8 KB

From : [John Valceanu <john.valceanu@nara.gov>](mailto:John.Valceanu@nara.gov)

To : [Scott Levins <scott.levins@nara.gov>](mailto:Scott.Levins@nara.gov)

ZL Id : LJ2J5KWNDRWGEJMWPJKZUWJ5CPIRR3CA

Type : SMTP

Item Id : 28016000

Scott,

Our office also got a query in writing. Please see below.

Valchy

John Valceanu
 Director, Communications and Marketing
 U.S. National Archives and Records Administration
 office: 202-357-5238
 cell: 202-578-6117
john.valceanu@nara.gov



----- Forwarded message -----

From: **Hilary Parkinson** <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 10:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

From: 'Wallace, Gregory' via Public and Media Communications <public.affairs@nara.gov>
 Date: Wed, Aug 29, 2018 at 9:54 AM
 Subject: request from CNN regarding personnel record release
 To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

I hope you can help us understand NARA's and NPRC's role in a recent records release, and who I can contact for additional information.

A group called America Rising said it submitted a FOIA request on July 12 to NPRC for: "access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description."

The group says three days later its request was forwarded to the USPS, the former employer of Ms. Spanberger.

Can you help me understand how the request was received, if NARA/NPRC produced any records in response to the request, and to whom the request was forwarded for further processing?

In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
 CNN
 202-738-3113

--
Hilary Parkinson
 Writer-Editor
 Public and Media Communications
 Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408

[202](#)-357-5325

Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/04/2018 04:45:19 PM
To: Lam, Kristine <Lam, Kristine <Kristine.Lam@mail.house.gov>>
Subject: Re: FOIA Disclosure
Attachments: NPRC FOIA request.pdf

Hi Kristine - Following up on our meeting last Friday, attached is the FOIA request from America Rising that was received on July 9 at the National Personnel Records Center, and the reply that was sent on July 12 noting that their FOIA and Ms. Spanberger's OPF was being forwarded to the USPS.

Best,
John

On Fri, Aug 31, 2018 at 11:43 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Rayburn 2238

From: John Hamilton <john.hamilton@nara.gov>
Sent: Friday, August 31, 2018 11:43 AM
To: Lam, Kristine <Kristine.Lam@mail.house.gov>
Subject: Re: FOIA Disclosure

On my way. Where should I meet you?

Sent from my iPhone

On Aug 31, 2018, at 10:50 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Yes. I will be free.

Sent from my iPhone

On Aug 31, 2018, at 10:47 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Running behind at HSGAC. Are the two of you still free if I come at noon,

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I am copying Krista Boyd on this note since I spoke with her earlier this morning. I also told her that I can come by to meet tomorrow morning at 11 am to discuss further. Does that work for you?

Best,

John

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Kristine

Kristine Lam

Legislative Assistant | Rep. Gerald E. Connolly (VA-11)

2238 Rayburn House Office Building | Washington, D.C. 20515-4332

P: 202.225.1492

[<image001.jpg>](#) [<image002.png>](#) [<image003.png>](#)
[<image004.png>](#) [<image005.jpg>](#)

--

John O. Hamilton

Director of Congressional Affairs

NARA-18-0501-A-000055

National Archives and Records Administration

700 Pennsylvania Avenue, NW

Washington, DC 20408-0001

PH: 202-357-6832

Cell: 202-997-3149

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John O. Hamilton

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PH: 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

Fwd: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 5:55:16 pm EDT

Size : 17.7 KB

From : Scott Levins <scott.levins@nara.gov>

To : Gentile, Kimberly <kimberly.gentile@nara.gov>

ZL Id : C4A0KHJLJIXMGXT0520EK3R5NGJDO0NSB

Type : SMTP

Item Id : 28016001

Did we answer this?

I thought the CNN request came in as a phone call?

----- Forwarded message -----

From: **Scott Levins <scott.levins@nara.gov>**

Date: Wed, Aug 29, 2018 at 4:54 PM

Subject: Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: John Valceanu <john.valceanu@nara.gov>

Thanks John.

Perhaps we responded with a phone call to try to answer their questions. To get a copy of the actual request and response, I think they will have to submit a FOIA request for operational records. I'll verify in the morning when Kim Gentile is back in the office.

Scott

On Wed, Aug 29, 2018 at 4:51 PM, John Valceanu <john.valceanu@nara.gov> wrote:

Scott,

Our office also got a query in writing. Please see below.

Valchy

John Valceanu
Director, Communications and Marketing
U.S. National Archives and Records Administration
office: 202-357-5238
cell: 202-578-6117
john.valceanu@nara.gov



----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 10:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

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Thank you, Greg

Gregory Wallace

CNN
202-738-3113

--

Hilary Parkinson
Writer-Editor
Public and Media Communications
Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408
202-357-5325

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587
Attachments

From: John Valceanu <john.valceanu@nara.gov> <john.valceanu@nara.gov>
Sent time: 08/30/2018 02:59:13 PM
To: Scott Levins <Scott.Levins@nara.gov>
Cc: Stern, GaryM <Stern, GaryM <garym.stern@nara.gov>>; Hamilton, John <Hamilton, John <john.hamilton@nara.gov>>; Weinberg, David <Weinberg, David <david.weinberg@nara.gov>>; Trainer, Jay <Trainer, Jay <jay.trainer@nara.gov>>; William Bosanko <William Bosanko <william.bosanko@nara.gov>>; Gentile, Kimberly <Gentile, Kimberly <kimberly.gentile@nara.gov>>
Subject: Re: FOIA request involving senior White House and DOJ officials

Got it. Thanks for the info, Scott.

John Valceanu
Director, Communications and Marketing
U.S. National Archives and Records Administration
office: 202-357-5238
cell: 202-578-6117
john.valceanu@nara.gov



On Thu, Aug 30, 2018 at 2:31 PM, Scott Levins <scott.levins@nara.gov> wrote:

In light of yesterday's media attention surrounding the USPS handling of the FOIA request pertaining to Ms. Spanberger, I want to make you aware of a different FOIA request (from CNN) regarding a number of other government (or ex-government) officials, many of whom worked in the White House. The request is attached. Following the request is a table which indicates how our staff will respond to each request. For requests in which we do not have a record, we will issue a negative response to the requester. For requests in which we have a record, and the record indicates that it was retired by the Executive Office of the President, we will refer the request with the records to the Executive Office of the President. However, given the media attention over the Spanberger request, before we send any records, we will reach out to the Executive Office of the President in advance to reaffirm our longstanding process, and make sure they are aware of the request and in agreement with how we are handling it.

The request from CNN also includes some individuals whose records were retired from Dept of Justice. Dept of Justice records are handled under the procedures we follow for OPM-owned records. That is, we respond on behalf of OPM by extracting FOIA-releasable information and using it to prepare a releasable transcript of service. Before we release the response, however, we will communicate with OPM (this has already begun) to reaffirm our longstanding process, and make sure they are aware of the request and in agreement with how we are handling it.

--
Scott A. Levins
Director
National Personnel Records Center
314 801 0587

Spanberger FOIA request

Date : August 29, 2018, 5:43:11 pm EDT

Size : 806.1 KB

From : Scott Levins <scott.levins@nara.gov>

To : John Valceanu <john.valceanu@nara.gov>

ZL Id : MKKDSPR0TETQ0LQ2ZLJABY24UI2HF02MB

Type : SMTP

Item Id : 28016002

John,

As we discussed, NRPC refers FOIA requests pertaining to USPS records to the USPS for servicing. So in this instance, we received a FOIA request from America Rising (page one of the attached), responded with the NA Form 13018 (page two of the attached), and then pulled the original record and forwarded it to the USPS along with a copy of the FOIA request from America Rising.

The attachments are for your information to illustrate what happened. Please do not release them unless you get NGC (Hannah Bergman) involved.

Thanks.

Scott

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587
Attachments
Spanberger FOIA.pdf(801.3 KB)

From: Kimberly Gentile <kimberly.gentile@nara.gov> <kimberly.gentile@nara.gov>

Sent time: 08/31/2018 09:06:26 AM

To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>

Cc: Scott Levins <Scott Levins <scott.levins@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>

Subject: Re: prep for visit to Hill tomorrow regarding CPR reference practices

John, USPS told us about the other request identified. I queried our database multiple ways (last 4 ssn, dob only, name, first name) to try and find it and could not. Sondra checked CMRS just to make sure it wasn't in the military side and wasn't able to find one that might be there if they sent it to the wrong place.

I can't confirm what could be in her folder from CIA service. Sorry, can't give you more definitive there. We do not do any checks of what is in the folder when it is sent to us.

On Fri, Aug 31, 2018 at 7:55 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Scott, Kim, Sondra - Thanks again for the helpful info. Later this morning, I'll be visiting with House and Senate Oversight Committees and I feel very prepared.

I have a few additional questions based on an article in this morning's Washington Post: https://www.washingtonpost.com/local/virginia-politics/ex-cia-officers-full-personnel-file-released-in-human-error-postal-service-admits/2018/08/30/c13af592-ac7b-11e8-8a0c-70b618c98d3c_story.html?utm_term=.418fa5aa8050.

In the article, Ms. Spanberger claims that a firm she hired to gather her own background information made a request last December for her federal employment records and is still waiting. Not knowing the name of the firm that supposedly made this request, would we have any information that such a request was made of NRPC? As you will see in the article, those who are suspicious over the release of her full file think it is odd that the FOIA was responded to so quickly.

The article also notes that she worked for the CIA. Would her OPF that was sent to the USPS contain information about her employment with the CIA?

Thanks,
John

On Thu, Aug 30, 2018 at 5:22 PM, Scott Levins <scott.levins@nara.gov> wrote:

John,

Here is some info that I hope will help you with your visit to the Hill tomorrow.

The National Personnel Records Center is comprised of two different divisions; military personnel records and civilian personnel records. The Civilian Personnel Records (CPR) facility stores over 2 million cubic feet of civilian personnel and related records. It responds to ~ 45,000 correspondence requests each year, many of which involve textual records in its holdings and others which involve accessing electronic systems of the Office of Personnel Management and the United States Postal Service. Most of the requests that it services come from former federal civilian employees and other federal agencies.

Of the 45,000 requests it services each year, less than 1% are FOIA requests. FY 18 YTD it has serviced only 263 FOIA requests. Sometimes a request includes multiple subjects. For example, one person might submit a single FOIA request for records pertaining to multiple individuals. In counting its FOIA requests, CPR tallies each subject as a different request. So the YTD figure of 263 represents the number of different subjects of FOIA requests. The actual number of requests may be a little lower.

Also, the 263 FOIA requests include every request in which the requester cites FOIA. Sometimes people cite FOIA unnecessarily. For example, someone may be requesting their own record and although it is releasable to them, they cite FOIA anyhow. The figure of 263 FOIA requests serviced YTD includes every instance in which someone cited FOIA. So some reference transactions may be tallied as a FOIA, but our response may have been to send the record instead of refer it because FOIA was cited unnecessarily and the records were releasable to the requester.

Of the 263 FOIA requests serviced year-to-date, only 21 pertained to USPS records. Again, these 21 may have included instances where the request did not come from a third party and an individual unnecessarily cited FOIA. In these instances, it was tallied as a FOIA nonetheless.

Most of the reference services provided by CPR involve records that are owned by OPM. CPR staff service FOIA requests on behalf of OPM by extracting releasable information from the records and preparing a releasable transcript.

Some non-OPM agencies have special processes in place for responding to requests for records they own. These agencies include:

Agriculture Stabilization and Conservation Services (ASCS)
Animal and Plant Health Inspection Services (APHIS)
Arms Control Disarmament Agency (ACDA)
District of Columbia Government
Federal Bureau of Investigation (FBI)
Foreign Agriculture Service (FAS)
Foreign Nationals
General Accounting Office (GAO)
National Security Agency (NSA)
Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps
State Department
Tennessee Valley Authority (TVA)
United States Information Agency (USIA)
United States Postal Service (USPS)
VA Title 38 Employees
White House Office

The longstanding process in place for responding to USPS FOIA requests is for CPR staff to refer the original record along with a copy of the FOIA request to the USPS for servicing. The specific address to which we send these materials is:

U.S. Postal Service
General Manager
Corporate Personnel Management
[475 L'Enfant Plaza, SW, Room 1831](#)
Washington, DC 20260-4261

This is the address that we have in our directive on Restrictions and Release Policies for Official Personnel Folders (last updated in 2007). This is address to which we have sent USPS referrals for many years. This is the address to which we sent the referral involving Ms. Spanberger.

Late this afternoon, in response to the FOIA request involving Spanberger, the USPS reached out to Kim Gentile to indicate that it would like to change the address on a point-forward basis to avoid a re-occurrence. We will of course work with them to effect that change.

In terms of agreements, we have two different agreements with the USPS. One is a national-level agreement (attached - unsigned, draft agreement for FY 19.) meaning it is managed at our headquarters level. It includes high-level descriptions of services we provide for USPS (storage, accessioning, disposal, reference, refiles, and interfiles). It also includes information about rates and billing. The service level descriptions are at a high level; it does not include references to specific types of reference, like how to route FOIA requests.

The second agreement we have with USPS is a local agreement to provide order fulfillment services to support the USPS with responding to requests for hard copies of eOPFs. The requests come from the USPS itself (usually on behalf of current USPS employees) or by other agencies. We download, print, and mail documents on behalf of the USPS. The FOIA involving Spanberger did not involve an eOPF; it was an original textual record retrieved from CPR holdings and shipped to the USPS.

If you have any additional questions or need anything else, don't hesitate to call.

I hope this information is helpful. Good luck tomorrow.

--
Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408-0001](#)
[PH: 202-557-6832](#)

Cell: 202-997-3149
Fax: 202-3575959

--

Kimberly Gentile
Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

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From: Scott Levins <scott.levins@nara.gov> <scott.levins@nara.gov>
Sent time: 08/31/2018 10:31:10 AM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Cc: Gentile, Kimberly <Gentile, Kimberly <kimberly.gentile@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>
Subject: Re: prep for visit to Hill tomorrow regarding CPR reference practices

The average response time for a FOIA at CPR is ten days. Most are done faster but a few outliers raised the average to ten days. It is not unusual for us to turn around a FOIA case (especially an easy one where we are merely referring it to another agency) in three days.

On Fri, Aug 31, 2018 at 7:55 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Scott, Kim, Sondra - Thanks again for the helpful info. Later this morning, I'll be visiting with House and Senate Oversight Committees and I feel very prepared.

I have a few additional questions based on an article in this morning's Washington Post: https://www.washingtonpost.com/local/virginia-politics/ex-cia-officers-full-personnel-file-released-in-human-error-postal-service-admits/2018/08/30/c13af592-ac7b-11e8-8a0c-70b618c98d3c_story.html?utm_term=.418fa5aa8050.

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Animal and Plant Health Inspection Services (APHIS)

NARA-18-0501-A-000065

Arms Control Disarmament Agency (ACDA)
District of Columbia Government
Federal Bureau of Investigation (FBI)
Foreign Agriculture Service (FAS)
Foreign Nationals
General Accounting Office (GAO)
National Security Agency (NSA)
Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps
State Department
Tennessee Valley Authority (TVA)
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If you have any additional questions or need anything else, don't hesitate to call.

I hope this information is helpful. Good luck tomorrow.

--
Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408-0001](#)

PH: 202-357-6832
Cell: 202-997-3149

NARA-18-0501-A-000066

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

From: Kimberly Gentile <kimberly.gentile@nara.gov> <kimberly.gentile@nara.gov>
Sent time: 08/31/2018 09:28:40 AM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Cc: Scott Levins <Scott Levins <scott.levins@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>
Subject: Re: prep for visit to Hill tomorrow regarding CPR reference practices

Yes, we don't get CIA OPFs we think they keep theirs as well.

On Fri, Aug 31, 2018 at 8:27 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Thanks! For some reason, I thought that CIA keeps OPFs for former employees in-house. It does not appear from the reporting that any records relating to her time with CIA were released, just the fact that she taught at a CIA affiliated school prior to her USPS employment, which I assume is info obtained from the SF-86 that was erroneously released.

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I can't confirm what could be in her folder from CIA service. Sorry, can't give you more definitive there. We do not do any checks of what is in the folder when it is sent to us.

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Scott A. Levins
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NARA-18-0501-A-000069

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Sent time: 08/31/2018 09:35:13 AM

To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>

Cc: Scott Levins <Scott Levins <scott.levins@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>

Subject: Re: prep for visit to Hill tomorrow regarding CPR reference practices

Just as an FYI, USPS contacted us last night that they will be giving us a new address to send referrals such as the one for Ms. Spanberger. For USPS offices using folders for actual HR work (comes in on SF127 or SF184s) we will send to the office they identify on the form.

We have pulled any USPS bound mail that was in the mailroom and in Correspondence to verify the addresses. We have communicated to the Correspondence staff to hold any responses until we get a new address. We also gave the mailroom a head's up to watch for the old address (L'Enfant Plaza) and bring it to us just in case.

Thanks for your help on this John.

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NARA-18-0501-A-000072

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Washington, DC 20408-0001
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OVERSIGHT
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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/07/2018 04:02:54 PM
To: Stephenson, Mark <Stephenson, Mark <Mark.Stephenson@mail.house.gov>>
Cc: Boyd, Krista <Boyd, Krista <Krista.Boyd@mail.house.gov>>
Subject: Re: Storage of OPFs

Not with us, since these are not permanent records.

Sent from my iPhone

On Sep 7, 2018, at 4:01 PM, Stephenson, Mark <Mark.Stephenson@mail.house.gov> wrote:

Thanks John. This is helpful. Are any efforts underway at NARA to digitize the paper OPFs?

From: John Hamilton [<mailto:john.hamilton@nara.gov>]
Sent: Friday, September 07, 2018 1:31 PM
To: Boyd, Krista <Krista.Boyd@mail.house.gov>; Stephenson, Mark <Mark.Stephenson@mail.house.gov>
Subject: Storage of OPFs

Mark, Krista - Since you asked, here is what I colleague told me about the storage of OPF records with NARA and at the OPM site in Boyers PA:

NPRC (CPR) stores the paper OPFs for Federal employees who have separated from service (resignation/retirement/termination/etc.). OPM's Retirement Operations Center, commonly referred to as Boyers because of its location in Boyers, PA, handles and stores OPM's retirement records. These are two separate records, the OPF is the record that follows an employee throughout his/her career; the retirement folder deals with the employee's retirement benefits at the end of their career. In addition to OPM (Title 5) retirements, I believe Boyers also handles retirements for other personnel system such as USPS. This is a very general explanation of Boyers and their function within OPM.

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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/07/2018 04:12:12 PM
To: Stephenson, Mark <Stephenson, Mark <Mark.Stephenson@mail.house.gov>>
Subject: Re: Storage of OPFs

Only in our physical custody. OPM or agency owns. Most files will never be requested - but are kept for 115 years just in case - so I think it is a cost benefit thing to digitize a file that is not permanent.

Sent from my iPhone

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NPRC (CPR) stores the paper OPFs for Federal employees who have separated from service (resignation/retirement/termination/etc.). OPM's Retirement Operations Center, commonly referred to as Boyers because of its location in Boyers, PA, handles and stores OPM's retirement records. These are two separate records, the OPF is the record that follows an employee throughout his/her career; the retirement folder deals with the employee's retirement benefits at the end of their career. In addition to OPM (Title 5) retirements, I believe Boyers also handles retirements for other personnel system such as USPS. This is a very general explanation of Boyers and their function within OPM.

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: Stephenson, Mark <Mark.Stephenson@mail.house.gov> <Mark.Stephenson@mail.house.gov>
Sent time: 09/07/2018 04:01:17 PM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>; Boyd, Krista <Boyd, Krista <Krista.Boyd@mail.house.gov>>
Subject: RE: Storage of OPFs

Thanks John. This is helpful. Are any efforts underway at NARA to digitize the paper OPFs?

From: John Hamilton [mailto:john.hamilton@nara.gov]
Sent: Friday, September 07, 2018 1:31 PM
To: Boyd, Krista <Krista.Boyd@mail.house.gov>; Stephenson, Mark <Mark.Stephenson@mail.house.gov>
Subject: Storage of OPFs

Mark, Krista - Since you asked, here is what I colleague told me about the storage of OPF records with NARA and at the OPM site in Boyers PA:

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Fax: 202-3575959

From: Stephenson, Mark <Mark.Stephenson@mail.house.gov> <Mark.Stephenson@mail.house.gov>
Sent time: 09/07/2018 04:07:57 PM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Cc: Boyd, Krista <Boyd, Krista <Krista.Boyd@mail.house.gov>>
Subject: RE: Storage of OPFs

I thought you said NARA keeps them for 115 years?

From: John Hamilton [mailto:john.hamilton@nara.gov]
Sent: Friday, September 07, 2018 4:03 PM
To: Stephenson, Mark <Mark.Stephenson@mail.house.gov>
Cc: Boyd, Krista <Krista.Boyd@mail.house.gov>
Subject: Re: Storage of OPFs

Not with us, since these are not permanent records.

Sent from my iPhone

On Sep 7, 2018, at 4:01 PM, Stephenson, Mark <Mark.Stephenson@mail.house.gov> wrote:

Thanks John. This is helpful. Are any efforts underway at NARA to digitize the paper OPFs?

From: John Hamilton [john.hamilton@nara.gov]
Sent: Friday, September 07, 2018 1:31 PM
To: Boyd, Krista <Krista.Boyd@mail.house.gov>; Stephenson, Mark <Mark.Stephenson@mail.house.gov>
Subject: Storage of OPFs

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Fax: 202-3575959

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 12:42:57 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

Hi Jennifer - I am offsite today and tomorrow, but happy to call you later today to discuss the buzzfeed story (and thank you for sharing, since I had not heard of the story until you did). Is there a good time after 1:30 when I could give you a call?

Also, I was planning on heading to the Hill this Friday morning to check in with a few offices and I know we are overdue to chat. Might you be around Friday at 10 am?

Thanks,
John

On Wed, Aug 29, 2018 at 10:44 AM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde

Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 04:32:20 PM
To: Kimberly Gentile <Kimberly Gentile <kimberly.gentile@nara.gov>>
Subject: Re: USPS SF-86 FOIA release

Hi Kim - I had a good call with the Congressional Committee staff regarding the USPS OPF FOIA matter. I explained to them that while we handle routine FOIA requests for OPM OPFs, our role with the USPS is to simply ship the OPF to them for FOIA review and processing. The staff would like to know if other agencies have this arrangement with us? They also were curious about how many FOIA requests for OPFs we receive? And how many we process? And how many we send back to an agency, and specifically to USPS, to process? I am working from home this afternoon and tomorrow if you want to discuss. My cell is 202-997-3149.

Thanks,
John

On Wed, Aug 29, 2018 at 12:19 PM, Kimberly Gentile <kimberly.gentile@nara.gov> wrote:

For our telecon---

Page 1 America Rising request

Page 2 Reply to Inquiry indicating that we were referring to USPS

Page 3 The SF127 used to refer the request to USPS

On Wed, Aug 29, 2018 at 10:30 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Hoping to discuss this matter with one of you today. See link to article.

Thanks!
John

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer_Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: ""john.hamilton@nara.gov"" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Daniel_Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie_Bailey@hsgac.senate.gov>
Subject: USPS SF-86 FOIA release

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

NARA-18-0501-A-000081

Jennifer Selde

Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

--

Kimberly Gentile

Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

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Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 08/29/2018 04:45:09 PM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: RE: USPS SF-86 FOIA release

John,

Our staff meeting was just cancelled. Will 10 AM still work for you for a meeting on Friday?

From: Selde, Jennifer (HSGAC)
Sent: Wednesday, August 29, 2018 4:01 PM
To: John Hamilton <john.hamilton@nara.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

John, I will call you in 10 minutes.

Sent from my iPhone

On Aug 29, 2018, at 1:15 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Yes, please call my direct 202-228-3884. And we can meet you in the committee front office (SD341) on Friday.

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, August 29, 2018 1:14 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

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Thanks,
John

On Wed, Aug 29, 2018 at 12:58 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John, does 4 PM today work for a call?

We have a staff meeting at 10 on Friday, would it be possible to meet earlier or at 10:30?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, August 29, 2018 12:43 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

Hi Jennifer - I am offsite today and tomorrow, but happy to call you later today to discuss the buzzfeed story (and thank you for sharing, since I had not heard of the story until you did). Is there a good time after 1:30 when I could give you a call?

Also, I was planning on heading to the Hill this Friday morning to check in with a few offices and I know we are overdue to chat. Might you be around Friday at 10 am?

Thanks,
John

NARA-18-0501-A-000083

On Wed, Aug 29, 2018 at 10:44 AM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

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John O. Hamilton
Director of Congressional Affairs
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[Washington, DC 20408-0001](http://Washington.DC.20408-0001)
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Fax: 202-3575959

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Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: Kimberly Gentile <kimberly.gentile@nara.gov> <kimberly.gentile@nara.gov>

Sent time: 08/29/2018 11:46:54 AM

To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>

Cc: Scott Levins <Scott Levins <scott.levins@nara.gov>>; Kevin Pratt <Kevin Pratt <kevin.pratt@nara.gov>>; Jay Trainer <Jay Trainer <jay.trainer@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>

Subject: Re: USPS SF-86 FOIA release

I'm on a training call that should be on lunch approximately 11am CT/noon ET if that is soon enough to talk. I've cc'd Sondra Austin who responded to a question from CNN on why we would refer a USPS FOIA to USPS. She just indicated that is our procedure--USPS does their own. We did not know about this article.

Do you want to give me a number to call and I can loop Scott in on the call with us at that time.

If you need us to call at a different time, let me know.

On Wed, Aug 29, 2018 at 10:30 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Hoping to discuss this matter with one of you today. See link to article.

Thanks!

John

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer_Selde@hsgac.senate.gov>

Date: August 29, 2018 at 10:44:59 AM EDT

To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>

Cc: "Spino, Daniel (HSGAC)" <Daniel_Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie_Bailey@hsgac.senate.gov>

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Jennifer Selde

Professional Staff Member

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Kimberly Gentile
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From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 09/05/2018 11:17:19 AM
To: John Hamilton <John Hamilton' <john.hamilton@nara.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: RE: USPS SF-86 FOIA release

John,

Have you spoken with OGR about this yet? I think Senator McCaskill's staff wants to have a phone call this week on this issue since speaking with USPS if that would be alright. We can include OGR if they have not already spoken with NARA.

Jennifer

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, August 29, 2018 1:14 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

I can call today at 4. Should I call 228-3884? And, Friday at 10:30 am works for me. Just tell me where to meet.

Thanks,
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<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

NARA-18-0501-A-000087

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

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John O. Hamilton
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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/30/2018 08:30:19 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

Hi Jennifer - Hoping it is not a problem to push the meeting back, again, to 1030 am. Just realized I have to give a morning tour. I think the heat has melted my memory.

John

Sent from my iPhone

On Aug 29, 2018, at 5:11 PM, John Hamilton <john.hamilton@nara.gov> wrote:

Yes, see you at 10 on Friday.

Sent from my iPhone

On Aug 29, 2018, at 4:45 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John,

Our staff meeting was just cancelled. Will 10 AM still work for you for a meeting on Friday?

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Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

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Cell: 202-997-3149
Fax: 202-3575959

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 01:13:42 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

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Professional Staff Member

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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/06/2018 03:34:32 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

It would be great if you could set up the call number. We just switched to using Google hangouts for conferencing and I am still trying to figure it out.

Thanks,
John

On Thu, Sep 6, 2018 at 2:55 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

A phone call is fine. HSGAC Majority/Minority and OGR majority/minority will be on the call. I would estimate 10 people total.
Do you have a conference line we can use? If not, I can set one up?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Thursday, September 6, 2018 2:54 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

Sure. By phone or in person? Either way is fine with me. Who will be included in the meeting?

Thanks,

John

On Thu, Sep 6, 2018 at 2:47 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Thank you John. Can you do tomorrow at 11 AM?

From: John Hamilton <john.hamilton@nara.gov>
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Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

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John O. Hamilton

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National Archives and Records Administration

[700 Pennsylvania Avenue, NW](#)

[Washington, DC 20408-0001](#)

PH: 202-357-6832

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Sent time: 08/29/2018 04:02:13 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
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From: Selde, Jennifer (HSGAC)
Sent: Wednesday, August 29, 2018 4:01 PM
To: John Hamilton <john.hamilton@nara.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

John, I will call you in 10 minutes.

Sent from my iPhone

On Aug 29, 2018, at 1:15 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Yes, please call my direct 202-228-3884. And we can meet you in the committee front office (SD341) on Friday.

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, August 29, 2018 1:14 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

NARA-18-0501-A-000114

I can call today at 4. Should I call 228-3884? And, Friday at 10:30 am works for me. Just tell me where to meet.

Thanks,
John

On Wed, Aug 29, 2018 at 12:58 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

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On Wed, Aug 29, 2018 at 10:44 AM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

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We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

--
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

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John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 08/31/2018 10:30:44 AM
To: John Hamilton <John Hamilton' <john.hamilton@nara.gov>>
Subject: RE: USPS SF-86 FOIA release

John, should we just meet next week?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Friday, August 31, 2018 10:30 AM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

On my. Stuck as motorcades for McCain come through.

Sent from my iPhone

On Aug 30, 2018, at 8:31 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

No problem, that works for us!

Sent from my iPhone

On Aug 30, 2018, at 8:31 PM, John Hamilton <john.hamilton@nara.gov> wrote:

Hi Jennifer - Hoping it is not a problem to push the meeting back, again, to 1030 am. Just realized I have to give a morning tour. I think the heat has melted my memory.

John

Sent from my iPhone

On Aug 29, 2018, at 5:11 PM, John Hamilton <john.hamilton@nara.gov> wrote:

Yes, see you at 10 on Friday.

Sent from my iPhone

On Aug 29, 2018, at 4:45 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

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Sent from my iPhone

On Aug 29, 2018, at 1:15 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

NARA-18-0501-A-000117

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in the committee front office (SD341) on Friday.

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Sent: Wednesday, August 29, 2018 1:14 PM
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<Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>;
Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
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NARA-18-0501-A-000118

<https://www.buzzfeednews.com/article/gracewyler/usps->

[releases-cia-officer-security-clearance-application](#)

Thank you,

Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs
Committee
202-228-3884

--

John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408-0001](#)
[PH:](#) 202-357-6832
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National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/06/2018 04:58:52 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

Got it. Talk to you tomorrow.

John

On Thu, Sep 6, 2018 at 4:00 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Not a problem. Here is the information for our conference call line. I look forward to speaking with you again tomorrow.

Join Skype Meeting

Trouble Joining? [Try Skype Web App](#)

Join by phone

(b) (7)(E) [REDACTED] English (United States)

(b) (7)(E) [REDACTED] English (United States)

(b) (7)(E) [REDACTED] English (United States)

(b) (7)(E) [REDACTED]

(b) (7)(E) [REDACTED]

[Forgot your dial-in PIN?](#) | [Help](#)

From: John Hamilton <john.hamilton@nara.gov>
Sent: Thursday, September 6, 2018 3:35 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

It would be great if you could set up the call number. We just switched to using Google hangouts for conferencing and I am still trying to figure it out.

Thanks,

John

On Thu, Sep 6, 2018 at 2:55 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

A phone call is fine. HSGAC Majority/Minority and OGR majority/minority will be on the call. I would estimate 10 people total. Do you have a conference line we can use? If not, I can set one up?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Thursday, September 6, 2018 2:54 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

Sure. By phone or in person? Either way is fine with me. Who will be included in the meeting?

Thanks,

John

On Thu, Sep 6, 2018 at 2:47 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Thank you John. Can you do tomorrow at 11 AM?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, September 5, 2018 3:23 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

I am flexible on Friday between 9:30 am and 2:30 pm.

John

On Wed, Sep 5, 2018 at 3:17 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Thank you John. Is there a particular date or time that works best for you that I can coordinate with HSGAC and HOGRA folks? I think Friday may work best for us.

From: John Hamilton <john.hamilton@nara.gov>
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request from America Rising that was received at the NRPC on July 9 and the NRPC response of July 12 letting them know that the file was being sent to the USPS for review.

John

Agency for International Development (AID)

Agriculture Stabilization and Conservation Services (ASCS)

Animal and Plant Health Inspection Services (APHIS)

Arms Control Disarmament Agency (ACDA)

District of Columbia Government

Federal Bureau of Investigation (FBI)

Foreign Agriculture Service (FAS)

General Accounting Office (GAO)

National Security Agency (NSA)

Non-Appropriated Fund (NAF)

Nuclear Regulatory Commission (NRC)

Peace Corps

State Department

Tennessee Valley Authority (TVA)

United States Information Agency (USIA)

United States Postal Service (USPS)

VA Title 38 Employees

White House

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Have you spoken with OGR about this yet? I think Senator McCaskill's staff wants to have a phone call this week on this issue since speaking with USPS if that would be alright. We can include OGR if they have not already spoken with NARA.

Jennifer

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Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

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Washington, DC 20408-0001

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NARA-18-0501-A-000124

[Washington, DC 20408-0001](#)

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From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 08/29/2018 01:15:49 PM
To: John Hamilton <John Hamilton' <john.hamilton@nara.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
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Jennifer Selde
Professional Staff Member
Senate Homeland Security and Governmental Affairs Committee
202-228-3884

NARA-18-0501-A-000127

--

John O. Hamilton
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National Archives and Records Administration
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From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 08/29/2018 12:58:41 PM
To: John Hamilton <John Hamilton' <john.hamilton@nara.gov>>
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Sent time: 09/05/2018 03:17:30 PM
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Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps
State Department
Tennessee Valley Authority (TVA)
United States Information Agency (USIA)
United States Postal Service (USPS)
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White House

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NARA-18-0501-A-000130

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Jennifer Selde

Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

--

John O. Hamilton

Director of Congressional Affairs

National Archives and Records Administration

700 Pennsylvania Avenue, NW

Washington, DC 20408-0001

[PH:](tel:202-357-6832) 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

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From: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> <Jennifer_Selde@hsgac.senate.gov>
Sent time: 09/06/2018 04:00:33 PM
To: John Hamilton <John Hamilton' <john.hamilton@nara.gov>>
Subject: RE: USPS SF-86 FOIA release

Not a problem. Here is the information for our conference call line. I look forward to speaking with you again tomorrow.

[Join Skype Meeting](#)

Trouble Joining? [Try Skype Web App](#)

Join by phone

(b) (7)(E) English (United States)
(b) (7)(E) English (United States)
(b) (7)(E) English (United States)

(b) (7)(E)

(b) (7)(E)

[Forgot your dial-in PIN?](#) | [Help](#)

From: John Hamilton <john.hamilton@nara.gov>
Sent: Thursday, September 6, 2018 3:35 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

It would be great if you could set up the call number. We just switched to using Google hangouts for conferencing and I am still trying to figure it out.

Thanks,
John

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To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
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I am flexible on Friday between 9:30 am and 2:30 pm.

John

NARA-18-0501-A-000133

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General Accounting Office (GAO)
National Security Agency (NSA)
Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps

NARA-18-0501-A-000137

State Department
Tennessee Valley Authority (TVA)
United States Information Agency (USIA)
United States Postal Service (USPS)
VA Title 38 Employees
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NARA-18-0501-A-000138

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Sent time: 09/05/2018 02:43:47 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Cc: Spino, Daniel (HSGAC) <Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>>; Bailey, Katie (HSGAC) <Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release
Attachments: NRPC FOIA request.pdf

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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>

Sent time: 09/07/2018 01:30:43 PM

To: Boyd, Krista <Boyd, Krista <krista.boyd@mail.house.gov>>; mark.stephenson@mail.house.gov <mark.stephenson@mail.house.gov> <mark.stephenson@mail.house.gov>>

Subject: Storage of OPFs

Mark, Krista - Since you asked, here is what I colleague told me about the storage of OPF records with NARA and at the OPM site in Boyers PA:

NPRC (CPR) stores the paper OPFs for Federal employees who have separated from service (resignation/retirement/termination/etc.). OPM's Retirement Operations Center, commonly referred to as Boyers because of its location in Boyers, PA, handles and stores OPM's retirement records. These are two separate records, the OPF is the record that follows an employee throughout his/her career; the retirement folder deals with the employee's retirement benefits at the end of their career. In addition to OPM (Title 5) retirements, I believe Boyers also handles retirements for other personnel system such as USPS. This is a very general explanation of Boyers and their function within OPM.

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From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/29/2018 12:06:52 PM
To: Trainer, Jay <Trainer, Jay <jay.trainer@nara.gov>>
Subject: Fwd: USPS SF-86 FOIA release

Could I come up to your office to take a call from Kim? Or, if you need to get lunch, you could come down to the press office. I need to get on the road at 1230.

Thanks,
John

----- Forwarded message -----

From: Kimberly Gentile <kimberly.gentile@nara.gov>
Date: Wed, Aug 29, 2018 at 11:46 AM
Subject: Re: USPS SF-86 FOIA release
To: John Hamilton <john.hamilton@nara.gov>
Cc: Scott Levins <scott.levins@nara.gov>, Kevin Pratt <kevin.pratt@nara.gov>, Jay Trainer <jay.trainer@nara.gov>, "Austin, Sondra" <sondra.austin@nara.gov>

I'm on a training call that should be on lunch approximately 11am CT/noon ET if that is soon enough to talk. I've cc'd Sondra Austin who responded to a question from CNN on why we would refer a USPS FOIA to USPS. She just indicated that is our procedure--USPS does their own. We did not know about this article.

Do you want to give me a number to call and I can loop Scott in on the call with us at that time.

If you need us to call at a different time, let me know.

On Wed, Aug 29, 2018 at 10:30 AM, John Hamilton <john.hamilton@nara.gov> wrote:
Hoping to discuss this matter with one of you today. See link to article.

Thanks!
John

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer.Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Daniel.Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie.Bailey@hsgac.senate.gov>
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Kimberly Gentile

Assistant Director, Civilian Records

National Personnel Records Center

(618) 935-3005

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Sent time: 08/30/2018 05:22:39 PM
To: Hamilton, John <Hamilton, John <john.hamilton@nara.gov>>
Cc: Gentile, Kimberly <Gentile, Kimberly <kimberly.gentile@nara.gov>>; Austin, Sondra <Austin, Sondra <sondra.austin@nara.gov>>
Subject: prep for visit to Hill tomorrow regarding CPR reference practices
Attachments: FY19 Terms and Conditions Title 5 DRAFT 1.pdf USPS-NARA NRPC FY17 IAA AF177010_NARA LOCAL AGREEMENT_FULLY EXECUTED_2016_SEPT 30 .pdf

John,

Here is some info that I hope will help you with your visit to the Hill tomorrow.

The National Personnel Records Center is comprised of two different divisions; military personnel records and civilian personnel records. The Civilian Personnel Records (CPR) facility stores over 2 million cubic feet of civilian personnel and related records. It responds to ~ 45,000 correspondence requests each year, many of which involve textual records in its holdings and others which involve accessing electronic systems of the Office of Personnel Management and the United States Postal Service. Most of the requests that it services come from former federal civilian employees and other federal agencies.

Of the 45,000 requests it services each year, less than 1% are FOIA requests. FY 18 YTD it has serviced only 263 FOIA requests. Sometimes a request includes multiple subjects. For example, one person might submit a single FOIA request for records pertaining to multiple individuals. In counting its FOIA requests, CPR tallies each subject as a different request. So the YTD figure of 263 represents the number of different subjects of FOIA requests. The actual number of requests may be a little lower.

Also, the 263 FOIA requests include every request in which the requester cites FOIA. Sometimes people cite FOIA unnecessarily. For example, someone may be requesting their own record and although it is releasable to them, they cite FOIA anyhow. The figure of 263 FOIA requests serviced YTD includes every instance in which someone cited FOIA. So some reference transactions may be tallied as a FOIA, but our response may have been to send the record instead of refer it because FOIA was cited unnecessarily and the records were releasable to the requester.

Of the 263 FOIA requests serviced year-to-date, only 21 pertained to USPS records. Again, these 21 may have included instances where the request did not come from a third party and an individual unnecessarily cited FOIA. In these instances, it was tallied as a FOIA nonetheless.

Most of the reference services provided by CPR involve records that are owned by OPM. CPR staff service FOIA requests on behalf of OPM by extracting releasable information from the records and preparing a releasable transcript.

Some non-OPM agencies have special processes in place for responding to requests for records they own. These agencies include:

ACTION

Agency for International Development (AID)
Agriculture Stabilization and Conservation Services (ASCS)
Animal and Plant Health Inspection Services (APHIS)
Arms Control Disarmament Agency (ACDA)
District of Columbia Government
Federal Bureau of Investigation (FBI)
Foreign Agriculture Service (FAS)
Foreign Nationals
General Accounting Office (GAO)
National Security Agency (NSA)
Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps
State Department
Tennessee Valley Authority (TVA)
United States Information Agency (USIA)
United States Postal Service (USPS)
VA Title 38 Employees
White House Office

The longstanding process in place for responding to USPS FOIA requests is for CPR staff to refer the original record along with a copy of the FOIA request to the USPS for servicing. The specific address to which we send these materials is:

U.S.Postal Service
General Manager
Corporate Personnel Management
475 L'Enfant Plaza, SW, Room 1831
Washington, DC 20260-4261

This is the address that we have in our directive on Restrictions and Release Policies for Official Personnel Folders (last updated in 2007). This is the address to which we have sent USPS referrals for many years. This is the address to which we sent the ~~NARA~~ ^{NARA} 180501B1000002 message.

Late this afternoon, in response to the FOIA request involving Spanberger, the USPS reached out to Kim Gentile to indicate that it would like to change the address on a point-forward basis to avoid a re-occurrence. We will of course work with them to effect that change.

In terms of agreements, we have two different agreements with the USPS. One is a national-level agreement (attached - unsigned, draft agreement for FY 19.) meaning it is managed at our headquarters level. It includes high-level descriptions of services we provide for USPS (storage, accessioning, disposal, reference, refiles, and interfiles). It also includes information about rates and billing. The service level descriptions are at a high level; it does not include references to specific types of reference, like how to route FOIA requests.

The second agreement we have with USPS is a local agreement to provide order fulfillment services to support the USPS with responding to requests for hard copies of eOPFs. The requests come from the USPS itself (usually on behalf of current USPS employees) or by other agencies. We download, print, and mail documents on behalf of the USPS. The FOIA involving Spanberger did not involve an eOPF; it was an original textual record retrieved from CPR holdings and shipped to the USPS.

If you have any additional questions or need anything else, don't hesitate to call.

I hope this information is helpful. Good luck tomorrow.



--
Scott A. Levins
Director
National Personnel Records Center
314 801 0587

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/31/2018 11:43:16 AM
To: Lam, Kristine <Lam, Kristine <Kristine.Lam@mail.house.gov>>
Subject: Re: FOIA Disclosure

On my way. Where should I meet you?

Sent from my iPhone

On Aug 31, 2018, at 10:50 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Yes. I will be free.

Sent from my iPhone

On Aug 31, 2018, at 10:47 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Running behind at HSGAC. Are the two of you still free if I come at noon,

Sent from my iPhone

On Aug 30, 2018, at 11:05 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Hi Kristine - The NRPC role in handling FOIA requests for USPS OPFs is pretty straight forward. When a request is received, the requester is notified that the NRPC does not process requests for information contained in USPS OPFs and that the file will be sent to the USPS to handle. NARA/NRPC does not have legal custody for any Federal Civilian OPFs after 1951, but in most cases we store the files for OPM or the agency

(<https://www.archives.gov/personnel-records-center/civilian-non-archival>). NRPC does process some basic FOIA requests for non-archival military personnel and OPM records; however, we do not do this for USPS as our arrangement with the USPS is to ship requested OPFs to them for review and processing. More about FOIA and NRPC is here: <https://www.archives.gov/personnel-records-center/foia-info>

I am copying Krista Boyd on this note since I spoke with her earlier this morning. I also told her that I can come by to meet tomorrow morning at 11 am to discuss further. Does that work for you?

Best,
John

On Thu, Aug 30, 2018 at 10:09 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Hi John,

Hope this e-mail finds you well.

Rep. Connolly is very concerned about the unauthorized release of Abigail Spanberger's SF-86 which, according to press reports, occurred after a FOIA request to NRPC. He and Ranking Member Cummings have requested the Postal OIG review what happened

NARA-18-0501-B-000005

at the Postal Service. He also wants to know how NRPC and the Archives handled the FOIA request and what happened on the Archives' end. Would you be able to do a call this afternoon or tomorrow to go over this?

Thanks,

Kristine

Kristine Lam

Legislative Assistant | Rep. Gerald E. Connolly (VA-11)

2238 Rayburn House Office Building | Washington, D.C. 20515-4332

P: 202.225.1492

<image001.jpg>

<image002.png> <image003.png> <image004.png> <image005.jpg>

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John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

REPLY TO INQUIRY (NCP)

DATE:

7/12/2018

SUBJECT:

SPANBERGER, ABIGAIL

Your Reference

Date of Inquiry:

The answer to your inquiry is furnished below. This abbreviated form of reply has been adopted as a means of supplying information in a timely manner.

The Freedom of Information Act does allow certain information to be released without the written consent of the individual. The following information is releasable to the public:

Name

Past and present positions.

Past and present salaries (performance awards).

Past and present grades.

Past and present agencies and locations.

The United States Postal Service retains custody of all personnel folders of prior employees. Therefore, we are forwarding the OPF, along with all documents of your request, to the following address. There, they will review and handle your request.

United States Postal Service
General Manager
Corporate Personnel Management
475 L'Enfant Plaza SW, Room 1831
Washington DC 20260-4261

WT

AMERICA RISING CORPORATION
1500 WILSON BLVD 5TH FLR
ARLINGTON VA 22209

NATIONAL PERSONNEL RECORDS CENTER

Military Personnel Records
9700 Page Avenue
St. Louis, MO 63132-5100

Civilian Personnel Records
1411 BOULDER BLVD.
VALMEYER, IL 62295

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 08/31/2018 10:47:03 AM
To: Lam, Kristine <Lam, Kristine <Kristine.Lam@mail.house.gov>>
Cc: Boyd, Krista <Boyd, Krista <krista.boyd@mail.house.gov>>
Subject: Re: FOIA Disclosure

Running behind at HSGAC. Are the two of you still free if I come at noon,

Sent from my iPhone

On Aug 30, 2018, at 11:05 AM, John Hamilton <john.hamilton@nara.gov> wrote:

Hi Kristine - The NRPC role in handling FOIA requests for USPS OPFs is pretty straight forward. When a request is received, the requester is notified that the NRPC does not process requests for information contained in USPS OPFs and that the file will be sent to the USPS to handle. NARA/NRPC does not have legal custody for any Federal Civilian OPFs after 1951, but in most cases we store the files for OPM or the agency (<https://www.archives.gov/personnel-records-center/civilian-non-archival>). NRPC does process some basic FOIA requests for non-archival military personnel and OPM records; however, we do not do this for USPS as our arrangement with the USPS is to ship requested OPFs to them for review and processing. More about FOIA and NRPC is here: <https://www.archives.gov/personnel-records-center/foia-info>

I am copying Krista Boyd on this note since I spoke with her earlier this morning. I also told her that I can come by to meet tomorrow morning at 11 am to discuss further. Does that work for you?

Best,
John

On Thu, Aug 30, 2018 at 10:09 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Hi John,

Hope this e-mail finds you well.

Rep. Connolly is very concerned about the unauthorized release of Abigail Spanberger's SF-86 which, according to press reports, occurred after a FOIA request to NRPC. He and Ranking Member Cummings have requested the Postal OIG review what happened at the Postal Service. He also wants to know how NRPC and the Archives handled the FOIA request and what happened on the Archives' end. Would you be able to do a call this afternoon or tomorrow to go over this?

Thanks,

Kristine

Kristine Lam

Legislative Assistant | Rep. Gerald E. Connolly (VA-11)

2238 Rayburn House Office Building | Washington, D.C. 20515-4332

P: 202.225.1492

NARA-18-0501-B-000008

[<image001.jpg>](#) [<image002.png>](#) [<image003.png>](#) [<image004.png>](#) [<image005.jpg>](#)

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John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
700 Pennsylvania Avenue, NW
Washington, DC 20408-0001
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/04/2018 04:52:03 PM
To: Lam, Kristine <Lam, Kristine <Kristine.Lam@mail.house.gov>>
Subject: Re: FOIA Disclosure

Yes, here it is:

Agency for International Development (AID)
Agriculture Stabilization and Conservation Services (ASCS)
Animal and Plant Health Inspection Services (APHIS)
Arms Control Disarmament Agency (ACDA)
District of Columbia Government
Federal Bureau of Investigation (FBI)
Foreign Agriculture Service (FAS)
General Accounting Office (GAO)
National Security Agency (NSA)
Non-Appropriated Fund (NAF)
Nuclear Regulatory Commission (NRC)
Peace Corps
State Department
Tennessee Valley Authority (TVA)
United States Information Agency (USIA)
United States Postal Service (USPS)
VA Title 38 Employees
White House

On Tue, Sep 4, 2018 at 4:47 PM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Thanks John. Do you have a list of other agencies who handle these types of FOIA requests themselves?

Thanks,

Kristine

From: John Hamilton <john.hamilton@nara.gov>
Sent: Tuesday, September 4, 2018 4:45 PM
To: Lam, Kristine <Kristine.Lam@mail.house.gov>
Subject: Re: FOIA Disclosure

Hi Kristine - Following up on our meeting last Friday, attached is the FOIA request from America Rising that was received on July 9 at the National Personnel Records Center, and the reply that was sent on July 12 noting that their FOIA and Ms. Spanberger's OPF was being forwarded to the USPS.

Best,

John

On Fri, Aug 31, 2018 at 11:43 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Rayburn 2238

From: John Hamilton <john.hamilton@nara.gov>
Sent: Friday, August 31, 2018 11:43 AM
To: Lam, Kristine <Kristine.Lam@mail.house.gov>
Subject: Re: FOIA Disclosure

On my way. Where should I meet you?

Sent from my iPhone

On Aug 31, 2018, at 10:50 AM, Lam, Kristine <Kristine.Lam@mail.house.gov> wrote:

Yes. I will be free.

Sent from my iPhone

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John

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Thanks,

Kristine

Kristine Lam

Legislative Assistant | Rep. Gerald E. Connolly (VA-11)

2238 Rayburn House Office Building | Washington, D.C. 20515-4332

P: 202.225.1492

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[<image004.png>](#) [<image005.jpg>](#)

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John O. Hamilton

Director of Congressional Affairs

National Archives and Records Administration

[700 Pennsylvania Avenue, NW](#)

[Washington, DC 20408-0001](#)

[PH:](#) 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

--
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Washington, DC 20408-0001

PH: 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

Fwd: Spanberger FOIA request

Date : August 29, 2018, 5:51:02 pm EDT

Size : 810.2 KB

From : Scott Levins <scott.levins@nara.gov>

To : Trainer, Jay <jay.trainer@nara.gov>, Weinberg, David <david.weinberg@nara.gov>

ZL Id : MRHHXKMZKF155G3DJQA5TN2D4L2ZAKCNB

Type : SMTP

Item Id : 28015999

Duplicate Item Ids : 28016005

FYI - I know Jay was around, but I'm pretty sure NCP pre-dates David's employment with NARA.

----- Forwarded message -----

From: Scott Levins <scott.levins@nara.gov>

Date: Wed, Aug 29, 2018 at 4:48 PM

Subject: Fwd: Spanberger FOIA request

To: "Gentile, Kimberly" <kimberly.gentile@nara.gov>

(b) (5)



----- Forwarded message -----

From: Scott Levins <scott.levins@nara.gov>

Date: Wed, Aug 29, 2018 at 4:43 PM

Subject: Spanberger FOIA request

To: John Valceanu <john.valceanu@nara.gov>

John,

As we discussed, NRPC refers FOIA requests pertaining to USPS records to the USPS for servicing. So in this instance, we received a FOIA request from America Rising (page one of the attached), responded with the NA Form 13018 (page two of the attached), and then pulled the original record and forwarded it to the USPS along with a copy of the FOIA request from America Rising.

The attachments are for your information to illustrate what happened. Please do not release them unless you get NGC (Hannah Bergman) involved.

Thanks.

Scott

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

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Scott A. Levins
Director
National Personnel Records Center
314 801 0587
Attachments
Spanberger FOIA.pdf(801.3 KB)

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 5:54:52 pm EDT

Size : 16 KB

From : Scott Levins <scott.levins@nara.gov>

To : John Valceanu <john.valceanu@nara.gov>

ZL Id : CHGCPWECC5KKTZY4YVHBBOOH54XP3KFA

Type : SMTP

Item Id : 28016006

Thanks John.

Perhaps we responded with a phone call to try to answer their questions. To get a copy of the actual request and response, I think they will have to submit a FOIA request for operational records. I'll verify in the morning when Kim Gentile is back in the office.

Scott

On Wed, Aug 29, 2018 at 4:51 PM, John Valceanu <john.valceanu@nara.gov> wrote:

Scott,

Our office also got a query in writing. Please see below.

Valchy

John Valceanu
 Director, Communications and Marketing
 U.S. National Archives and Records Administration
 office: 202-357-5238
 cell: 202-578-6117
john.valceanu@nara.gov



----- Forwarded message -----

From: Hilary Parkinson <hilary.parkinson@nara.gov>

Date: Wed, Aug 29, 2018 at 10:05 AM

Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kevin,

Could you help with this query? If you are able and willing to answer the reporter directly, please cc me, otherwise you can respond to me and I'll answer the reporter.

As always, thank you for your help!

----- Forwarded message -----

From: 'Wallace, Gregory' via Public and Media Communications <public.affairs@nara.gov>
 Date: Wed, Aug 29, 2018 at 9:54 AM
 Subject: request from CNN regarding personnel record release
 To: "public.affairs@nara.gov" <public.affairs@nara.gov>

Good morning,

I hope you can help us understand NARA's and NRPC's role in a recent records release, and who I can contact for additional information.

A group called America Rising said it submitted a FOIA request on July 12 to NRPC for: "access to certain records contained in the official civilian personnel file of former federal employee Abigail Spanberger. Specifically, this request seeks records reflecting Ms. Spanberger's employment dates, annual salaries, title, and position description."

The group says three days later its request was forwarded to the USPS, the former employer of Ms. Spanberger.

Can you help me understand how the request was received, if NARA/NRPC produced any records in response to the request, and to whom the request was forwarded for further processing?

In addition, does NARA require an individual to authorize the release of their Official Personnel Folders, and did Ms. Spanberger provide this authorization?

Thank you, Greg

Gregory Wallace
 CNN
 202-738-3113

--

Hilary Parkinson
 Writer-Editor
 Public and Media Communications
 Office of the Chief of Staff



[700 Pennsylvania Avenue, NW](#)
[Washington, DC 20408](#)
[202-357-5325](#)

--
Scott A. Levins
Director
National Personnel Records Center
314 801 0587
Attachments

Re: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release

Date : August 29, 2018, 5:55:25 pm EDT

Size : 18.8 KB

From : [John Valceanu <john.valceanu@nara.gov>](mailto:John.Valceanu@nara.gov)

To : [Scott Levins <scott.levins@nara.gov>](mailto:Scott.Levins@nara.gov)

ZL Id : ASWSRUEMQFIBZ4BDFXN4K3WSSFLF445KA

Type : SMTP

Item Id : 28016007

Sounds good. Thanks.

John Valceanu
 Director, Communications and Marketing
 U.S. National Archives and Records Administration
 office: 202-357-5238
 cell: 202-578-6117
john.valceanu@nara.gov



On Wed, Aug 29, 2018 at 5:54 PM, Scott Levins <scott.levins@nara.gov> wrote:
 Thanks John.

Perhaps we responded with a phone call to try to answer their questions. To get a copy of the actual request and response, I think they will have to submit a FOIA request for operational records. I'll verify in the morning when Kim Gentile is back in the office.

Scott

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Our office also got a query in writing. Please see below.

Valchy

John Valceanu
 Director, Communications and Marketing

U.S. National Archives and Records Administration
 office: 202-357-5238
 cell: 202-578-6117
john.valceanu@nara.gov



----- Forwarded message -----

From: **Hilary Parkinson** <hilary.parkinson@nara.gov>
 Date: Wed, Aug 29, 2018 at 10:05 AM
 Subject: (MEDIA REQUEST) Fwd: request from CNN regarding personnel record release
 To: "Pratt, Kevin" <kevin.pratt@nara.gov>, "Affairs, Public" <public.affairs@nara.gov>

Kevin,

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As always, thank you for your help!

----- Forwarded message -----

From: '**Wallace, Gregory**' via Public and Media Communications <public.affairs@nara.gov>
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 Subject: request from CNN regarding personnel record release
 To: "public.affairs@nara.gov" <public.affairs@nara.gov>

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Gregory Wallace
CNN
202-738-3113

--

Hilary Parkinson
Writer-Editor
Public and Media Communications
Office of the Chief of Staff



700 Pennsylvania Avenue, NW
Washington, DC 20408
202-357-5325

--

Scott A. Levins
Director
National Personnel Records Center
314 801 0587

Attachments

ALERT: Release of Former CIA Officer's SF86 File

Date : August 29, 2018, 6:43:43 pm EDT

Size : 8.9 KB

From : [John Valceanu <john.valceanu@nara.gov>](mailto:John.Valceanu@nara.gov)

To : [David Ferriero <david.ferriero@nara.gov>](mailto:David.Ferriero@david.ferriero@nara.gov), [Debra Wall <debra.wall@nara.gov>](mailto:Debra.Wall@debra.wall@nara.gov), [William Bosanko <Jay.Bosanko@nara.gov>](mailto:William.Bosanko@nara.gov), [Stern, GaryM <garym.stern@nara.gov>](mailto:Stern.GaryM@garym.stern@nara.gov), [John Hamilton <john.hamilton@nara.gov>](mailto:John.Hamilton@nara.gov), [Maria Stanwich Cell <maria.stanwich@nara.gov>](mailto:Maria.Stanwich.Cell@maria.stanwich@nara.gov), [Jay Trainer <jay.trainer@nara.gov>](mailto:Jay.Trainer@nara.gov), [David Weinberg <david.weinberg@nara.gov>](mailto:David.Weinberg@david.weinberg@nara.gov)

Cc : [Scott Levins <scott.levins@nara.gov>](mailto:Scott.Levins@scott.levins@nara.gov), [James Pritchett <james.pritchett@nara.gov>](mailto:James.Pritchett@james.pritchett@nara.gov)

ZL Id : B3PNSRMB312MI3IYN2AOU5IDOODPG224A

Type : SMTP

Item Id : 28016008

Duplicate Item Ids : 28016009,28016010,28016011,28016012,28016013,28016014

All Concerned,

Most of you are likely aware of this issue, as it's been brewing in the news all day, but I wanted to share it with you so nobody would be surprised to see us or the NRPC mentioned by major media outlets.

I spoke with Scott Levins this afternoon, and he briefed me on the situation.

Here's what happened: In response to a FOIA request in early July, we provided civilian personnel records of Abigail Spanberger, a former CIA officer who is now running for Congress in Virginia, to the U.S. Postal Service, one of her former employers.

The NRPC followed normal procedures for this type of request. Unfortunately, the USPS apparently subsequently released her file, including her SF86 security background questionnaire, without redactions to the political group that made the FOIA request.

Here are some links to news reports:

https://www.washingtonpost.com/local/virginia-politics/ex-cia-officer-running-for-congress-says-gop-obtained-her-unredacted-personnel-file-with-sensitive-information/2018/08/29/453b4878-ab97-11e8-a8d7-0f63ab8b1370_story.html

<http://theweek.com/speedreads/793000/postal-service-handed-gop-opposition-researchers-excia-officers-private-federal-security-application>

<http://www.chicagotribune.com/news/nationworld/politics/ct-abigail-spanberger-cia-gop-20180829-story.html>

I anticipate we'll have more queries tomorrow, and we will coordinate a response in the morning that describes our procedures for cases like these.

Please let us know if you have any questions or concerns.

Respectfully,
Valchy

John Valceanu
Director, Communications and Marketing
U.S. National Archives and Records Administration
office: 202-357-5238
cell: 202-578-6117
john.valceanu@nara.gov



Attachments

From: John Hamilton <john.hamilton@nara.gov> <john.hamilton@nara.gov>
Sent time: 09/06/2018 02:53:54 PM
To: Selde, Jennifer (HSGAC) <Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>>
Subject: Re: USPS SF-86 FOIA release

Sure. By phone or in person? Either way is fine with me. Who will be included in the meeting?

Thanks,
John

On Thu, Sep 6, 2018 at 2:47 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Thank you John. Can you do tomorrow at 11 AM?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, September 5, 2018 3:23 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

I am flexible on Friday between 9:30 am and 2:30 pm.

John

On Wed, Sep 5, 2018 at 3:17 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

Thank you John. Is there a particular date or time that works best for you that I can coordinate with HSGAC and HOGF folks?
I think Friday may work best for us.

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, September 5, 2018 2:44 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

Hi Jennifer - I have only talked with Krista Boyd of the OGR minority and Kristine Lam with Rep. Connolly's office. I am not sure what more I can add to the discussion, but I am happy to be on a call or come to a meeting if it helps. Following up on our meeting from last week, below is a list of the other agencies that have the NRPC send them their OPF files to review for FOIA. And attached is the FOIA request from America Rising that was received at the NRPC on July 9 and the NRPC response of July 12 letting them know that the file was being sent to the USPS for review.

John

Agency for International Development (AID)

Agriculture Stabilization and Conservation Services (ASCS)

Animal and Plant Health Inspection Services (APHIS)

NARA-18-0501-B-000024

Arms Control Disarmament Agency (ACDA)

District of Columbia Government

Federal Bureau of Investigation (FBI)

Foreign Agriculture Service (FAS)

General Accounting Office (GAO)

National Security Agency (NSA)

Non-Appropriated Fund (NAF)

Nuclear Regulatory Commission (NRC)

Peace Corps

State Department

Tennessee Valley Authority (TVA)

United States Information Agency (USIA)

United States Postal Service (USPS)

VA Title 38 Employees

White House

On Wed, Sep 5, 2018 at 11:17 AM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John,

Have you spoken with OGR about this yet? I think Senator McCaskill's staff wants to have a phone call this week on this issue since speaking with USPS if that would be alright. We can include OGR if they have not already spoken with NARA.

Jennifer

From: John Hamilton <john.hamilton@nara.gov>

Sent: Wednesday, August 29, 2018 1:14 PM

To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>

Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>

Subject: Re: USPS SF-86 FOIA release

I can call today at 4. Should I call 228-3884? And, Friday at 10:30 am works for me. Just tell me where to meet.

Thanks,

John

NARA-18-0501-B-000025

On Wed, Aug 29, 2018 at 12:58 PM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John, does 4 PM today work for a call?

We have a staff meeting at 10 on Friday, would it be possible to meet earlier or at 10:30?

From: John Hamilton <john.hamilton@nara.gov>
Sent: Wednesday, August 29, 2018 12:43 PM
To: Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov>
Cc: Spino, Daniel (HSGAC) <Daniel_Spino@hsgac.senate.gov>; Bailey, Katie (HSGAC) <Katie_Bailey@hsgac.senate.gov>
Subject: Re: USPS SF-86 FOIA release

Hi Jennifer - I am offsite today and tomorrow, but happy to call you later today to discuss the buzzfeed story (and thank you for sharing, since I had not heard of the story until you did). Is there a good time after 1:30 when I could give you a call?

Also, I was planning on heading to the Hill this Friday morning to check in with a few offices and I know we are overdue to chat. Might you be around Friday at 10 am?

Thanks,

John

On Wed, Aug 29, 2018 at 10:44 AM, Selde, Jennifer (HSGAC) <Jennifer_Selde@hsgac.senate.gov> wrote:

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde

Professional Staff Member

NARA-18-0501-B-000026

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

--

John O. Hamilton

Director of Congressional Affairs

National Archives and Records Administration

[700 Pennsylvania Avenue, NW](#)

[Washington, DC 20408-0001](#)

[PH:](#) 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

--

John O. Hamilton

Director of Congressional Affairs

National Archives and Records Administration

[700 Pennsylvania Avenue, NW](#)

[Washington, DC 20408-0001](#)

[PH:](#) 202-357-6832

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Fax: 202-3575959

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John O. Hamilton

Director of Congressional Affairs

NARA-18-0501-B-000027

National Archives and Records Administration

700 Pennsylvania Avenue, NW

Washington, DC 20408-0001

PH: 202-357-6832

Cell: 202-997-3149

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John O. Hamilton

Director of Congressional Affairs

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700 Pennsylvania Avenue, NW

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700 Pennsylvania Avenue, NW

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PH: 202-357-6832

Cell: 202-997-3149

Fax: 202-3575959

From: Jay Trainer <jay.trainer@nara.gov> <jay.trainer@nara.gov>
Sent time: 08/29/2018 12:26:27 PM
To: John Hamilton <John Hamilton <john.hamilton@nara.gov>>
Subject: Re: USPS SF-86 FOIA release

Sorry, I just got back to the office from meeting with Deb. Do you want me to come down or patch you in with Kim?

On Wed, Aug 29, 2018 at 12:06 PM, John Hamilton <john.hamilton@nara.gov> wrote:
Could I come up to your office to take a call from Kim? Or, if you need to get lunch, you could come down to the press office. I need to get on the road at 1230.

Thanks,
John

----- Forwarded message -----

From: Kimberly Gentile <kimberly.gentile@nara.gov>
Date: Wed, Aug 29, 2018 at 11:46 AM
Subject: Re: USPS SF-86 FOIA release
To: John Hamilton <john.hamilton@nara.gov>
Cc: Scott Levins <scott.levins@nara.gov>, Kevin Pratt <kevin.pratt@nara.gov>, Jay Trainer <jay.trainer@nara.gov>, "Austin, Sondra" <sondra.austin@nara.gov>

I'm on a training call that should be on lunch approximately 11am CT/noon ET if that is soon enough to talk. I've cc'd Sondra Austin who responded to a question from CNN on why we would refer a USPS FOIA to USPS. She just indicated that is our procedure--USPS does their own. We did not know about this article.

Do you want to give me a number to call and I can loop Scott in on the call with us at that time.

If you need us to call at a different time, let me know.

On Wed, Aug 29, 2018 at 10:30 AM, John Hamilton <john.hamilton@nara.gov> wrote:
Hoping to discuss this matter with one of you today. See link to article.

Thanks!
John

Sent from my iPhone

Begin forwarded message:

From: "Selde, Jennifer (HSGAC)" <Jennifer.Selde@hsgac.senate.gov>
Date: August 29, 2018 at 10:44:59 AM EDT
To: "john.hamilton@nara.gov" <john.hamilton@nara.gov>
Cc: "Spino, Daniel (HSGAC)" <Daniel.Spino@hsgac.senate.gov>, "Bailey, Katie (HSGAC)" <Katie.Bailey@hsgac.senate.gov>
Subject: USPS SF-86 FOIA release

John,

We've already reached out to USPS about this, because we know they completed the request, but we would like to talk to NARA about their role in processing this FOIA request. Do you have time this week or next to discuss this?

<https://www.buzzfeednews.com/article/gracewyler/usps-releases-cia-officer-security-clearance-application>

Thank you,

Jennifer Selde

Professional Staff Member

Senate Homeland Security and Governmental Affairs Committee

202-228-3884

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Kimberly Gentile
Assistant Director, Civilian Records
National Personnel Records Center
(618) 935-3005

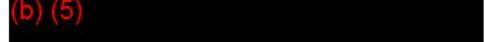
PERSONAL INFORMATION - If you are not the intended recipient of this e-mail, you are prohibited from sharing, copying, or otherwise using or disclosing its contents. If you have received this e-mail in error, please notify the sender immediately by reply e-mail and permanently delete this e-mail and any attachments without reading, forwarding, saving or disclosing them.

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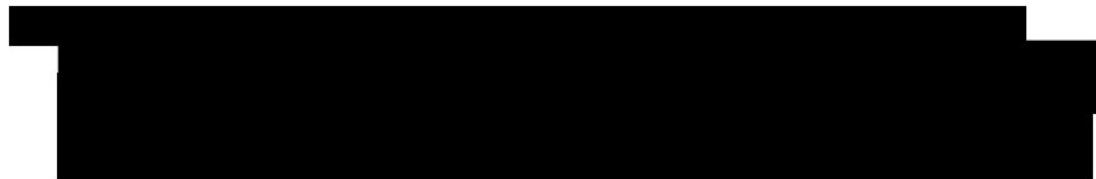
John O. Hamilton
Director of Congressional Affairs
National Archives and Records Administration
[700 Pennsylvania Avenue, NW](http://700PennsylvaniaAvenue.NW)
[Washington, DC 20408-0001](http://Washington.DC.20408-0001)
PH: 202-357-6832
Cell: 202-997-3149
Fax: 202-3575959

--
Jay Trainer
Executive for Agency Services
National Archives and Records Administration

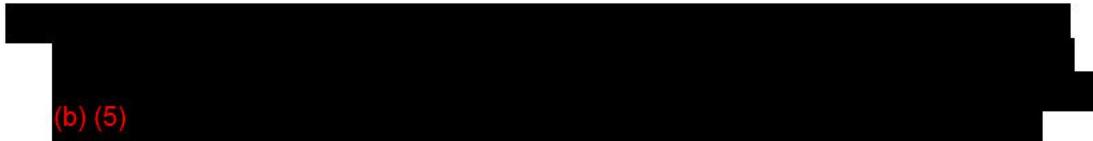
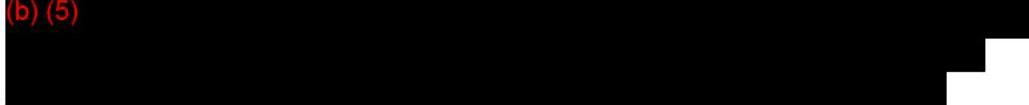
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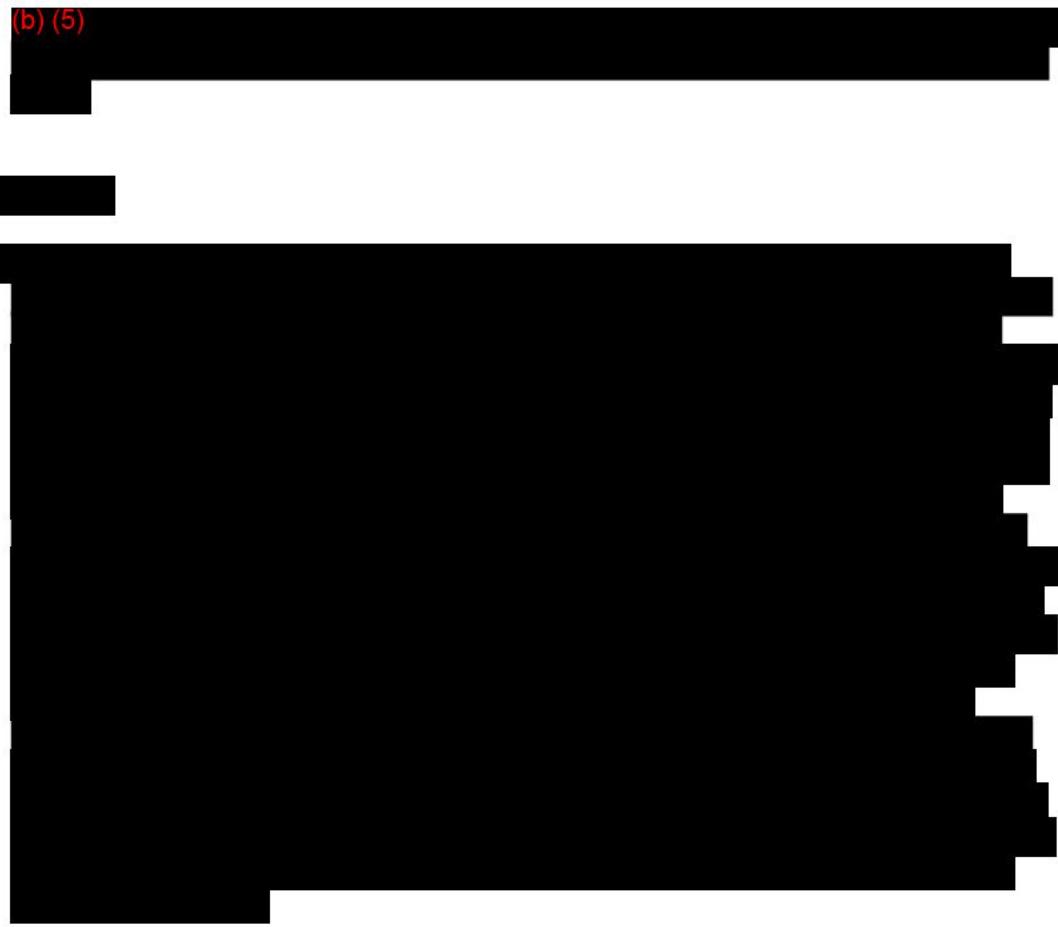


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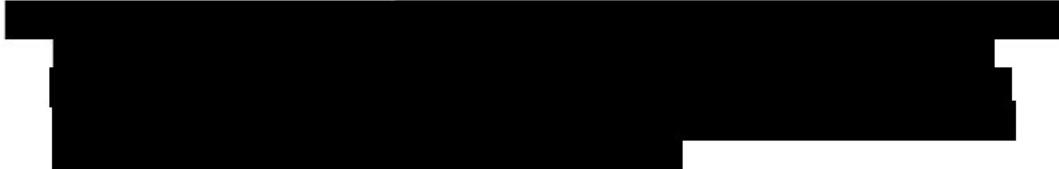
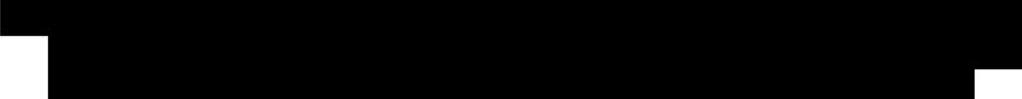


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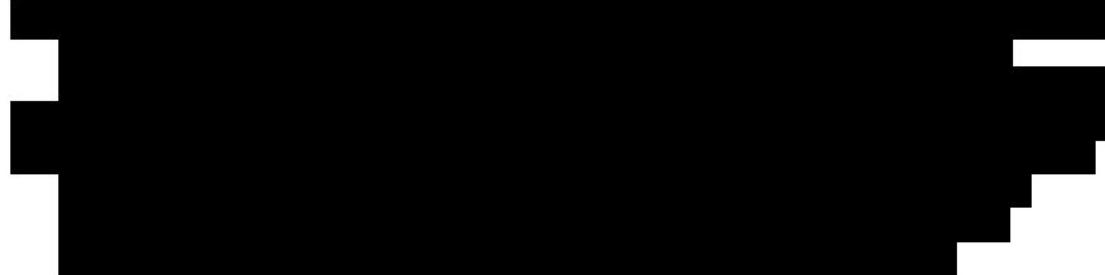
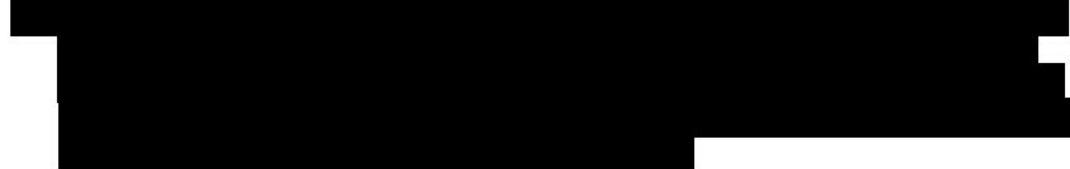
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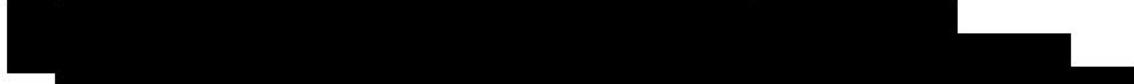
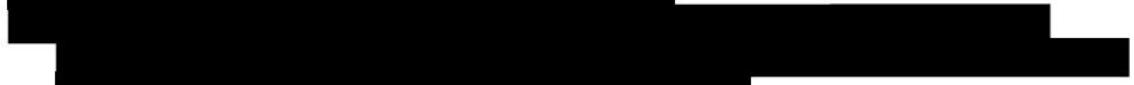
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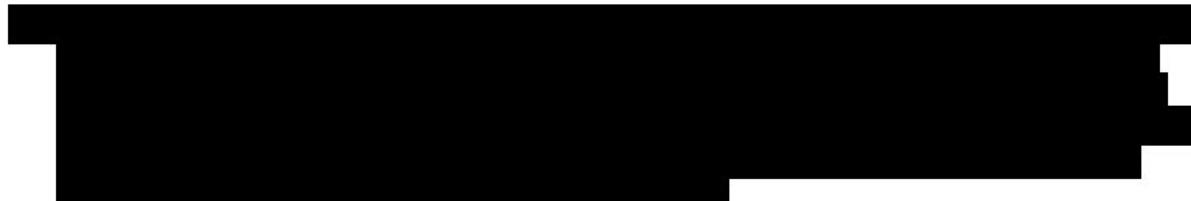
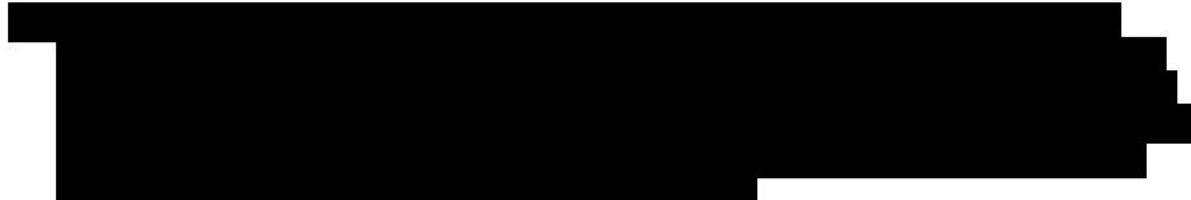
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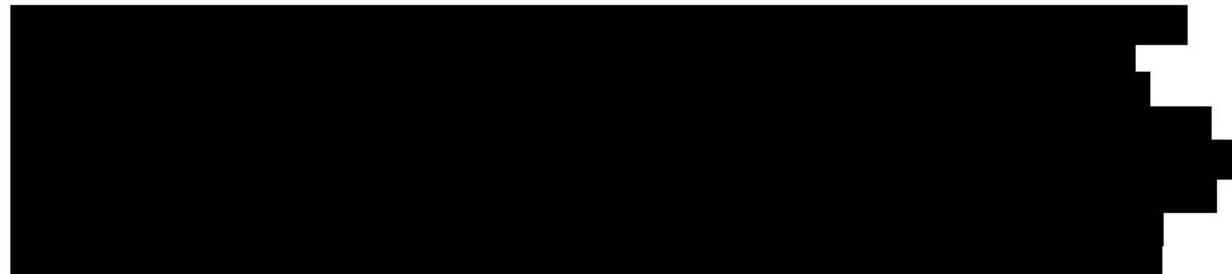
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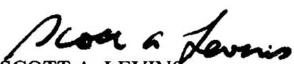
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NATIONAL ARCHIVES AND RECORDS ADMINISTRATION INTERAGENCY AGREEMENT (When NARA is providing goods/services)		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">1. PERIOD OF AGREEMENT</th> <th>Effective Date</th> <th>Completion Date</th> </tr> </thead> <tbody> <tr> <td colspan="2">Performance Period</td> <td>10/01/2016</td> <td>9/30/2017</td> </tr> <tr> <td colspan="2">Budget Period</td> <td>10/01/2016</td> <td>9/30/2017</td> </tr> <tr> <td colspan="4" style="text-align: center;">1. AGREEMENT NO. / MODIFICATION AF177010 NARA Local Agreement</td> </tr> </tbody> </table>			1. PERIOD OF AGREEMENT		Effective Date	Completion Date	Performance Period		10/01/2016	9/30/2017	Budget Period		10/01/2016	9/30/2017	1. AGREEMENT NO. / MODIFICATION AF177010 NARA Local Agreement			
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1. AGREEMENT NO. / MODIFICATION AF177010 NARA Local Agreement																				
3. NAME AND ADDRESS OF NARA ORGANIZATION <p>National Personnel Records Center Attn: Jennifer Moll, NARA NRPC Account Manager 1 Archives Drive, Room 360 St. Louis, MO 63138 E-Mail Address: jennifer.moll@nara.gov Phone: 314.801.0699 Fax: 314.801.0605</p>		4. NAME AND ADDRESS OF CLEINT AGENCY <p>United States Postal Service Attn: Mary J. Kramer, USPS Privacy & Records Specialist 475 L'Enfant Plaza, SW, Room 1P830 Washington, DC 20260 E-Mail Address: mary.j.kramer@usps.gov Phone: 202.268.4137 Cell: 202.431.3975</p>																		
5. NARA PROGRAM MANAGER (Name, Address, Phone No., Fax, E-mail address) <p>Scott A. Levins, Center Director National Personnel Records Center 1 Archives Drive, Room 360 St. Louis, MO 63138 E-Mail Address: scott.levins@nara.gov Phone: 314.801.0587 Fax: 314.801.0605</p>		6. CLIENT AGENCY PROGRAM MANAGER (Name, Address, Phone No., Fax, E-mail) <p>Rochelle D. Israel, Manager, HRSSC United States Postal Service PO Box 970500 Greensboro, NC 27497-0500 E-Mail Address: rochelle.d.israel@usps.gov Phone: 336.662.4022 Fax: 336.662.4037</p>																		
7. PRODUCT/SERVICE TO BE PERFORMED: <p>Printing and mailing fulfillment services of electronic Official Personnel Folders (eOPF) requested by the Postal Service and Federal Agency Personnel Officials</p>		Attachments: <input checked="" type="checkbox"/> See Attached FY 2017 Interagency Agreement with Terms and Conditions and Billing Rates																		
8. ESTIMATED COSTS (Actual Costs will be determined by usage of Records Center Storage and Services.) <p>Total FY 2017 Funding: \$150,000.00 <i>Unless otherwise indicated, the amount appearing above will be recorded as the obligated amount of this agreement.</i></p>		9. STATUTORY AUTHORIZATION: <input checked="" type="checkbox"/> 39 USC § 411 & 39 USC § 410 (USPS Authorizing Legislation) <input checked="" type="checkbox"/> 44 USC § 2901 note (NARA Revolving Fund Authorizing Legislation)																		
10. PAYMENT METHOD <input checked="" type="checkbox"/> IPAC <input type="checkbox"/> Credit Card <input type="checkbox"/> Deduct from Advance	11. BILLING SCHEDULE <input type="checkbox"/> Annual Advance <input type="checkbox"/> Quarterly Advance <input type="checkbox"/> Monthly Advance <input checked="" type="checkbox"/> Monthly Actual	12. CLIENT AGENCY BILLING OFFICE ADDRESS, PHONE NO., FAX NO. Rochelle D. Israel, Manager, HRSSC United States Postal Service PO Box 970500 Greensboro, NC 27497-0500 E-Mail Address: rochelle.d.israel@usps.gov Phone: 336.662.4022 Fax: 336.662.4037 The following data elements are REQUIRED to establish Intra-agency Payment and Collection (IPAC) electronic billings: Agency Location Code (ALC): 18000001 Treasury Account Symbol (TAS): (22) 18X4020.002 Business Event Type Code (BETC): DISB DUNS Number: 41-076000 Finance #: 661231 GLA#: 52321																		
13. NARA IPAC ACCOUNTING DATA. DUNS#: 139433390 ALC: 88000001 TAS: 88X4578 BETC: COLL																				
14. AUTHORIZED SIGNATURES (NARA) 14A. SIGNATURE, NAME, AND TITLE OF NARA FINANCIAL OFFICER		15. AUTHORIZED SIGNATURES (CLIENT AGENCY) 15A. SIGNATURE, NAME, AND TITLE OF CLIENT BUDGET COORDINATOR																		
14B. SIGNATURE, NAME, AND TITLE OF OTHER NARA AUTHORIZING OFFICIAL  SCOTT A. LEVINS Director National Personnel Records Center		 JOSEPH R. BRUCE Manager, HQ Human Resources United States Postal Service																		

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION

NA FORM 4000A (12-99)

AF177010 – FY 2017 NARA LOCAL INTERAGENCY AGREEMENT

TERMS AND CONDITIONS

I. Purpose

This Agreement (hereafter the "Agreement") sets forth the terms and conditions under which the National Archives and Records Administration (NARA), National Personnel Records Center (NPRC) (hereafter "NARA/NPRC") shall provide electronic Official Personnel Folder fulfillment services to the United States Postal Service (hereafter "the Postal Service or USPS").

II. Statement of Work

As directed by the Postal Service, NARA/NPRC is responsible for fulfilling two types of services:

1. Printing and Mailing Fulfillment Services of eOPF records ordered by the Postal Service through the Eagan Data Center Network and printed on the Postal Service-owned, high-speed printer currently located in NARA/NPRC's possession, and
2. Printing and Mailing Fulfillment Services of eOPF records requested by Federal Agency Personnel Officials for the express purpose of deciding official personnel actions; this is initiated by submission of a properly completed Standard Form (SF 127), *Request for Official Personnel Folder* (Feb., 2011) and then ordered by NARA/NPRC employees via the Eagan Data Center Network and printed locally.

These services are provided in a controlled work environment approved by the Postal Service.

All other requests, including, but not limited to, requests by former postal employees or third parties for Postal Service eOPF and paper OPF records, paper OPF reference work, and paper OPF interfile services, are managed by the National NARA Interagency Agreement.

III. Responsibilities, Scope of Goods and Services to Be Supplied by the Postal Service

The Postal Service agrees to the following requirements:

Manage a communication interface with NARA/NPRC-CPR, 1411 Boulder Blvd., Valmeyer, IL, and re-install and re-configure as needed if the high-speed printer is moved or replaced.

Furnish to NARA/NPRC computer equipment (hardware and software) specifications to ensure compatibility between systems.

Maintain the server to include operating system and virus software updates and patches.

Determine whether a request for documents contained in an eOPF is authorized under the Privacy Act, 5 U.S.C. § 552a, in accordance with Postal Service Handbook AS-353, *Guide to Privacy, the Freedom of Information Act, and Records Management*; and, if requested by NARA/NPRC, will provide written advice to NARA/NPRC regarding such determination within five business days. (Correspondence with the Postal Service by e-mail messaging is acceptable provided any personally identifiable information is always encrypted.) Requests for documents in an eOPF governed by another agency's Privacy Act regulations (e.g., the Office of Personnel Management's regulations) will be referred to the appropriate agency.

Transmit to NARA/NPRC via the high-speed printer batch case files containing eOPF documents that have been requested by current Postal Service employees or authorized third parties.

Send to NARA/NPRC via the high-speed printer a file containing a list of the requested eOPFs with each transmission.

Configure the system feed so that NARA/NPRC has the capability to print a colored separator (address sheet) between each case file printed on the high-speed printer.

Include at the beginning of each eOPF case file, printed on the high-speed printer, an address sheet and transmittal letter with each print case file (response).

- The address sheet will be the first page of the print case file and contain a complete mailing address and Postal Service return address (employee's district personnel office or other office responsible for HR-related activities/work).
- The transmittal letter will identify the subject of the record, common information for each request, and provide contact information to the employee or employee's authorized representative.

The high-speed printer purchased in 2008 is beyond its 5-year depreciation schedule. During FY 2017, the Postal Service and NARA/NPRC will work to identify the ongoing printer requirements, target a timeline (FY 2018 or later) for replacing the printer, and locate a printer that meets the needs of the project at a reasonable cost. In the interim, the Postal Service will reimburse NARA/NPRC for service, maintenance, and supply costs as a one-time fee at the beginning of each fiscal year as described in the Financial Administration Section.

Inform NARA/NPRC of any required changes in the Postal Service's requirements in maintaining a secure work environment in accordance with Postal Service Handbook AS-805, Information Security.

IV. Responsibilities, Scope of Goods and Services to Be Supplied by NARA/NPRC

NARA/NPRC agrees to the following Postal Service requirements:

Meet all of the Postal Service's requirements in establishing a secure work environment in accordance with Postal Service Handbook AS-805, Information Security, and comply with recommendations made by the Postal Service Site Security Team.

Utilize the high-speed printer to meet Postal Service work specifications and provide printer supplies.

Ensure that a printer maintenance agreement to service the high-speed printer remains in place for the duration of this Agreement. (NARA/NPRC has established a maintenance agreement for maintenance of the printer with Xerox Corporation, which will remain in place through September 30, 2017.)

Provide high-quality, print-management images and other printer functioning capabilities by proper maintenance of the high-speed printer pursuant to maintenance agreement and stocking supplies for printing needs.

Print copies of Postal Service requested eOPF documents in duplex on 8-1/2 X 11 paper using high speed printer. To accompany each response, print a transmittal letter and address sheet that includes the complete mailing address and Postal Service return address.

Sort Postal Service requested response documents for each employee using the address sheet (printed on colored paper) as a separator page between responses.

Verify on Postal Service-requested response documents that the employee name on the first and last document of each set of response documents matches the employee name on the transmittal letter.

For Postal Service-requested response documents, place address sheet, transmittal letter, and copies of requested documents in an approved *PRIORITY MAIL FLAT RATE®* envelope. Using online *CLICK-N-SHIP®* for postage, mailing address, bar code, and the return Postal Service address, the documents will be mailed via *Flat Rate Priority Mail®*.

Mail eOPF documents via the Postal Service's *PRIORITY MAIL FLAT RATE®* using online *CLICK-N-SHIP®* for postage no more than 5 business days after receiving the batch case files from Postal Service. (In no case may NARA release nonpublic information from a Postal Service-owned document to a third party (except Federal Agency requests for the express purpose of official personnel actions) unless the Postal Service has first certified that the release is authorized.)

Respond to Federal Agency requests on behalf of former Postal Service employees for the express purpose of official personnel actions through a properly completed Standard Form (SF 127), *Request for Official Personnel Folder* (Feb., 2011), by mailing requested paper copies of Postal Service eOPFs via the Postal Service's *PRIORITY MAIL FLAT RATE®* using online *CLICK-N-SHIP®* for postage no more than 5 business days after receiving the official personnel request.

Provide a quarterly report (January 1, April 1, July 1, and October 1, or the first business day after these dates) of any and all record disclosures made by the NARA/NPRC about Postal Service current or former employees. The Postal Service will provide an Excel spreadsheet for this purpose including, but not limited to, the requestor's name and title, the name of the individual whose records are being requested, any other information being requested, the purpose of the request, and the date the records are mailed/released. This report will be sent to Mary Jane Kramer via encrypted e-mail message, at mary.j.kramer@usps.gov. NARA/NPRC will be paid \$135.00 per month for this report. The report will be provided by NARA/NPRC as specified above; however, NARA/NPRC will not be responsible for this report until the Postal Service provides the Excel spreadsheet with the required fields. The NARA/NPRC will notify the Postal Service immediately upon receipt of the Excel spreadsheet if the NARA/NPRC does not collect information for any of the requested field requirements. If the report requires more time than 3 hours per month to complete, NARA/NPRC reserves the right to renegotiate this fee. NARA/NPRC will advise the Postal Service if the compilation of this report requires more than three hours a month; in such case, NARA/NPRC may negotiate additional fees. Any additional fees must be approved in writing by both NARA/NPRC and the Postal Service before becoming effective.

NARA/NPRC employees who access and download Postal Service documents to their workstations will comply with all Postal Service instructions regarding the confidentiality and security of such documents.

Meet all Postal Service Privacy Protection:

1. NARA/NPRC, its employees, or its contractors (hereinafter, "NARA/NPRC"), operates a system of records on behalf of the Postal Service, the Privacy Act of 1974 and subsequent amendments (5 U.S.C. 552a) (hereinafter "the Act") and Postal Service regulations at 39 CFR Parts 266-267 apply to those records. NARA/NPRC is considered to operate a system of records if it maintains records (including collecting, using, revising, or disseminating records) from which information is retrieved by the name of an individual or by some number, symbol, or other identifier assigned to the individual. NARA/NPRC agrees to comply with the Act and the Postal Service regulations in designing, developing, and operating the system of records, including ensuring that records are current and accurate for their intended use, and incorporating adequate safeguards to prevent misuse or improper disclosure of personal information. Violations of the Act may subject the violator to criminal penalties.
2. Because NARA/NPRC has access to Postal Service information related to both current and former employees ("employee information"), including address information, whether collected online or offline by the Postal Service or by NARA/NPRC acting on its behalf, NARA/NPRC must comply with the following:
 - a. General. With regard to the Postal Service employee information to which it may have access pursuant to this Agreement, NARA/NPRC has access as an agent of the Postal Service and must adhere to the Postal Service Privacy Policy. "Postal Service Privacy Policy" means the official Postal Service Privacy Policy available at <http://usps.com/privacypolicy>.
 - b. Use, Ownership, and Nondisclosure. NARA/NPRC may use Postal Service employee information solely for purposes of this Agreement and may not collect or use such information for non-Postal Service marketing, promotion, or any other purpose without the prior written approval of the Postal Service. NARA/NPRC must restrict access to such information to those employees who need the information to perform work under this Agreement. The Postal Service retains sole ownership and rights to its employee information. Upon completion of this Agreement, NARA/NPRC must turn over all Postal Service employee information in its possession to the Postal Service and must certify in writing that no Postal Service employee information has been retained unless otherwise authorized in writing by the Postal Service.

- c. Legal Demands for Information. If a legal demand is made for Postal Service employee information (such as by subpoena), NARA/NPRC must immediately notify the Postal Service. Point of contact is Janine Castorina, Postal Service Chief Privacy & Records Management Officer at 202-268-3069, janine.castorina@usps.gov. After notification, the Postal Service will determine whether and to what extent to comply with the legal demand and make every effort to respond to the requester or to NARA/NPRC within 10 business days. Should the Postal Service agree to comply with, or unsuccessfully resist, a legal demand, NARA/NPRC may, with the written permission of the Postal Service, release the information specifically demanded.
3. Breach Notification — If there is any actual or suspected breach of any nature in the security of Postal Service data, including Personal Information, NARA/NPRC must immediately notify the Postal Service's Chief Privacy and Records Management Officer as soon as practicable but no later than 24 hours following the detection of a suspected or confirmed breach. NARA/NPRC will be required to follow Postal Service policies regarding breach notification to current or former employees.

V. Guidelines to Assist NARA/NPRC with Response to Requests for Information

The 1971 Postal Service Reorganization Act ("The 1971 Act") exempts the Postal Service from the provisions of Executive Order 12107, "Relating to the Civil Service Commission and Labor Management in the Federal Service" which designated the Official Personnel Folder in Federal Agencies as property of the Office of Personnel Management (OPM). The 1971 Act permits the establishment of an independent Postal Service personnel-records-management system. The Postal Service is not bound by OPM rules and regulations governing the establishment, maintenance, and retention of OPFs. The Postal Service also does not follow the Government-wide System of Records but has established its own Postal Service Privacy Act System of Records.

The following guidelines will be used by the NARA/NPRC regarding how to respond to requests for information from electronic Official Personnel Folders under the Postal Service personnel records management system.

Request from Current Employee

All current employees will make requests for eOPFs through the Eagan Data Center Network portal. If a current employee contacts NARA/NPRC for a copy of their eOPF, NARA/NPRC will redirect them to the USPS HR Shared Services Center for assistance by calling 1-877-477-3273, Option 5.

Request from Federal Agency Personnel Official

Personnel Department staff from other federal agencies outside the Postal Service are authorized to obtain a copy of an employee's electronic Official Personnel Folder on behalf of the former employee under limited conditions such as for the express purpose of official personnel actions through a properly completed Standard Form (SF 127), *Request for Official Personnel Folder* (Feb., 2011). This release is authorized by the Postal Service Privacy Act System of Records under Routine Use #7, in accordance with Postal Service Handbook AS-353, *Guide to Privacy, the Freedom of Information Act, and Records Management*.

VI. Period of Performance

The Period of Performance will be from October 1, 2016, through September 30, 2017.

VII. Financial Administration

A total funding amount for the FY 2017 Agreement of \$150,000.00 is budgeted by the Postal Service for these services. The transactional billing rates for this FY 2017 Agreement are listed on the last page of this Agreement. Service, maintenance, and supply costs for the high-speed printer are \$8,190.00, which will be charged as a one-time only fee that appears on the October 2016 Invoice. These service, maintenance, and supply costs are charged separately from the transactional billing rates. The transactional billing rates include mailing costs associated with using *PRIORITY MAIL FLAT RATE®* using online *CLICK-N-SHIP®* for postage.

The cost for services may be renegotiated by both parties to adjust for inflation, increases in salary costs resulting from the Federal Employees Pay Comparability Act of 1990 (Public Law 101-509), for increased costs of forms and materials, or as requirements change. Such adjustments will be documented by a written amendment to this Agreement initiated by NARA/NPRC and will become effective as provided in such amendment, signed by both parties.

NARA/NPRC will bill monthly in arrears based on actual services provided. Billing will be submitted as specified via e-mail correspondence with an accompanying spreadsheet showing numbers and types of requests completed and associated fees assessed for the services rendered. Invoices shall be certified for remittance or returned for correction within 10 business days of the date of the invoice. The Postal Service will remit payment within 30 days of the invoice date. If NARA/NPRC fails to provide adequate billing documentation, the Postal Service may withhold payment until receipt of actual billing information or satisfactory explanatory material.

VIII. Points of Contact (POC)

Postal Service POC's:

Program Manager: Rochelle D. Israel, 336-662-4022, rochelle.d.israel@usps.gov

Financial Contact--Primary: Patty Isley, 336-662-4049, patty.l.isley@usps.gov

Financial Contact--Secondary: April Venable, 336-662-4037, april.c.venable@usps.gov

HRSSC Support—Primary Contact: Dawn Walton, 336-662-4057, dawn.a.walton@usps.gov

HRSSC Support—Secondary Contact: Laura Roux, 336-662-4068, laurie.a.roux@usps.gov

Information Systems Security Office: Steve Trom, 651-406-1017, steven.p.trom@usps.gov

IT Portfolio Program Manager: Diane Houston, 202-268-8309, diane.a.houston@usps.gov

Printer Repairs: Xerox Corporation Service, 1-800-822-2979, Printer: P120-DPS, Serial #: AFR 288558

HQ Privacy & Records Office/COR: Mary Jane Kramer, 202-268-4137, mary.j.kramer@usps.gov

Chief Privacy & Records Management Officer: Janine Castorina, 202-268-3069,

janine.castorina@usps.gov

NARA/NPRC POCs:

NARA/NPRC Assistant Director: Kim Gentile, 618-935-3005, kimberly.gentile@nara.gov

Operations: Greg Berger, 618-935-3017, gregory.berger@nara.gov

Operations: Pat Resler, 618-935-3010, patricia.resler@nara.gov

Billing/Financial: Jennifer Moll, 314-801-0699, jennifer.moll@nara.gov

IX. Modifications

This Agreement may be modified only by the written agreement of both parties during the period of performance of this Agreement. The Postal Service shall notify NARA/NPRC if it anticipates a substantial change in the level of transactions it requires from NARA/NPRC as soon as practical.

X. Termination

The Postal Service or NARA/NPRC may terminate this Agreement at any time with 120 calendar days written notification to the other party.

Notwithstanding the foregoing, either party will also have the right to terminate this Agreement immediately by written notice to the other party, in the event that any act of Congress or the Postal Regulatory Commission or any other governmental authority renders the Agreement or activities contemplated hereunder unlawful, or prohibits NARA/NPRC or the Postal Service from performing its obligations hereunder or under any other agreement entered into pursuant hereto.

XI. FY 2017 NARA/NRPC Billing Rates

USPS Requested (via Eagan Data Center Network) eOPF Fulfillment Services Transactional Billing Rates:

**Mail printed copies of eOPF via PRIORITY MAIL FLAT RATE®
using online CLICK-N-SHIP® for postage** \$ 12.25 per case

Official Federal Agency Requested eOPF Fulfillment Services for the Expressed Purpose of Deciding Personnel Matters Transactional Billing Rate:

Locate, retrieve, and mail copies of eOPF via PRIORITY MAIL FLAT RATE®
using online CLICK-N-SHIP® for postage \$ 13.10 per case

High Speed Printer Maintenance Costs:

Postal-Service printer costs will be billed on the October 2016 Invoice \$8,190.00 per FY
(Printer maintenance costs cover entire fiscal year and this is a one-time billing)

Quarterly Excel Spreadsheet Report Tracking All NARA/NPRC Record Disclosures Requested:

NARA/NPRC Quarterly Reports to be provided (January 1, April 1, July 1, and October 1, or the first business day after these dates) for any and all record disclosures made by the NARA/NPRC about Postal Service current and former employees. If the spreadsheet is more labor intensive than 3 hours per month and requires more time than this to complete, NARA/NPRC reserves the right to renegotiate this fee.
(See Section IV. Responsibilities, Scope of Goods and Services to Be Supplied by NARA/NPRC)